

03/09/2022

US Embassy Cotonou
Boulevard de la Marina
01 BP 2012RP
Cotonou, Benin

Dear Prospective Bidders:

SUBJECT: Solicitation Number 19BN1522Q0009
Preventive Maintenance HVAC and Potable Water Treatment Systems

Enclosed is a Request for Quotations (RFQ) for Preventive Maintenance of HVAC and Potable Water Systems. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotations are due by 10:00AM local time on March 28, 2022. This opportunity allows for electronic response only to cotonougsobids@state.gov. Please submit your offer prior to the response date and time. Proposals received after this date and time will not be accepted.

All contractors must register in the SAM (System for Award Management) Database <https://www.sam.gov> prior to contract award pursuant to FAR provision 52.204-7. Prospective offerors are encouraged to register prior to the submittal of proposals.

Direct any questions regarding this solicitation to the Contracting Officer at cotonougsobids@state.gov.

Sincerely,

Laurel C Delmonico
Contracting Officer

Enclosure:
As stated.

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SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER PR10373403		PAGE 1 OF 102	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER 19BN152Q0006	
6. SOLICITATION ISSUE DATE 03/09/2022							
7. FOR SOLICITATION INFORMATION CALL:		a. NAME Ayawo Agboto				b. TELEPHONE NUMBER(No collect calls) 21367977	
8. OFFER DUE DATE/ LOCAL TIME 03/28/2022 @ 10:00AM							
9. ISSUED BY US EMBASSY COTONOU General Services Office Boulevard de la Marina 01 BP 2012 Cotonou, Benin				10. THIS ACQUISITION IS <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS <input type="checkbox"/> (WOSB) ELLIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8 (A) SIZE STANDARD:			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS N/A		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
						14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO US EMBASSY COTONOU General Services Office Boulevard de la Marina 01 BP 2012				16. ADMINISTERED BY FACILITY MANAGEMENT OFFICE US EMBASSY COTONOU Boulevard de la Marina Cotonou, Benin			
17a. CONTRACTOR/ OFFERER				18a. PAYMENT WILL BE MADE BY FINANCIAL MANAGEMENT OFFICE US EMBASSY COTONOU COTONOUDBO@STATE.GOV			
TELEPHONE NO.							
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	Preventive maintenance HVAC and Potable Water Systems						
<i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>							
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT <i>(For Govt. Use Only)</i>	
<input checked="" type="checkbox"/> 27a.SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
<input type="checkbox"/> 27b.CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _____ COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA <i>(SIGNATURE OF CONTRACTING OFFICER)</i>			
30b. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER <i>(Type or print)</i>		31c. DATE SIGNED	
				Laurel C Delmonico			

SECTION 1 - THE SCHEDULE

Continuation/Addendum to SF-1449

RFQ Number 19BN1522Q0009

PRICES, BLOCK 23

NOTE: If applicable at the time of award add the below to the SF-18 or SF-1449:

JAMES ZADROGA 9/11 VICTIMS HEALTH AND COMPENSATION ACT OF 2010 NOTICE: UNLESS A WAIVER OR EXCEPTION APPLIES, PAYMENTS SUBSEQUENT TO THIS PROCUREMENT ARE SUBJECT TO AN EXCISE TAX OF 2% PERSUANT TO 26 U.S.C. 5000C.

1.0 DESCRIPTION

The U.S. Embassy in Cotonou requires services to maintain Water Treatment of HVAC and Potable Water Systems in safe, reliable and efficient operating condition. The contract type is a firm fixed price contract for routine maintenance services paid at the semi-annual rate below. These rates include all costs associated with providing elevator maintenance services in accordance with manufacturer's warranty including materials, labor, insurance (see FAR 52.228-4 and 52.228-5), overhead, profit and VAT (if applicable). The contract will be for a one-year period, with four one-year optional periods of performance.

2.0 PRICING

2.1 VALUE ADDED TAX

VALUE ADDED TAX. Value Added Tax (VAT) is not applicable to this contract and shall not be included in the CLIN rates or Invoices because the U.S. Embassy has a tax exemption certificate from the host government.

The currency of this contract is _____ (Offeror to identify currency)
Local company shall offer in local currency.

No additional sums will be payable for any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required. The contract price will not be adjusted due to fluctuations in currency exchange rates.

2.2 Base Year - The Contractor shall provide the services shown below for the base period of the contract, starting on the date stated in the Notice to Proceed and continuing for a period of 12 months. The fixed unit prices, estimated quantities, and ceiling for each category are:

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service	Total per year
001	Potable Water Treatment System	1	Semi-annual	2		
002	HVAC Water Treatment System	1	Semi-annual	2		
	Total Base Year					

2.3 Option Year 1 - The Contractor shall provide the services shown below for Option Year 1, starting one year after the date stated in the Notice to Proceed and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service	Total per year
001	Potable Water Treatment System	1	Semi-annual	2		
002	HVAC Water Treatment System	1	Semi-annual	2		
	Total Option Year 1					

2.4 Option Year 2 – The Contractor shall provide the services shown below for Option Year 2, starting two years after the date stated in the Notice to Proceed and continuing for a Period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service	Total per year
001	Potable Water Treatment System	1	Semi-annual	2		
002	HVAC Water Treatment System	1	Semi-annual	2		
	Total Option Year 2					

2.5 Option Year 3 - The Contractor shall provide the services shown below for Option Year 3, starting three years after the date stated in the Notice to Proceed and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service	Total per year
001	Potable Water Treatment System	1	Semi-annual	2		
002	HVAC Water Treatment System	1	Semi-annual	2		
	Total Option Year 3					

2.6 Option Year 4 - The Contractor shall provide the services shown below for Option Year 4, starting four years after the date stated in the Notice to Proceed and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service	Total per year
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001	Potable Water Treatment System	1	Semi-annual	2		
002	HVAC Water Treatment System	1	Semi-annual	2		
	Total Option Year 4					

Base Year Total	
Option Year 1 Total	
Option Year 2 Total	
Option Year 3 Total	
Option Year 4 Total	
GRAND TOTAL OF BASE YEAR PLUS ALL OPTION YEARS	

3.0 NOTICE TO PROCEED

After contract award and submission of acceptable insurance certificates and copies of all applicable licenses and permits, the Contracting Officer will issue a Notice to Proceed. The Notice to Proceed will establish a date (a minimum of ten (10) days from date of contract award unless the Contractor agrees to an earlier date) on which performance shall start.

CONTINUATION/ADDENDUM TO SF-1449
RFQ Number 19BN1522Q0009
SCHEDULE OF SUPPLIES/SERVICES, BLOCK 20
DESCRIPTION/SPECIFICATION/WORK STATEMENT

1.0 SCOPE OF WORK

The U.S. Embassy Cotonou requires the Contractor to maintain the elevators identified in Attachment 1 in safe, reliable and efficient operating condition. The Contractor shall provide all necessary managerial, administrative and direct labor personnel, and as well as all necessary transportation, equipment, tools, repair parts, supplies and materials required to perform inspection, maintenance, repair, and component replacement as required to maintain the elevators in accordance with the manufacturer's specifications. Under this contract the Contractor shall provide

the services of a trained and certified technician to maintain the following equipment:

- HVAC Water Treatment System
- Domestic (Potable) Water Treatment System

The services shall include logistics, customs, shipping, transportation, labor, water treatment chemicals, tools, water treatment testing kits/equipment, administrative and all associated management support functions. The water treatment service contract will include but not limited to combinations of physical methods, chemical methods, equipment servicing and testing to control water-related problems such as corrosion, scaling, general deposits, and microbiological fouling of the HVAC and potable water systems. All work shall comply with the requirements described in the following, as a minimum:

- NSF/ANSI Standards (NSF International and American National Standards Institute)
- AWWA Standards (American Water Works Association)
- SDS (Safety Data Sheet) Regulations
- ASTM International D Standards
- NFPA (National Fire Protection Association) Codes and Standards
- UL (Underwriters Laboratories) Standards
- IEEE (Institute of Electrical and Electronics Engineers) Standards
- NEMA (National Electrical Manufacturer Association) Standards
- OSHA (Occupational Safety and Health Administration) Standards
- And all applicable manufacturer installation, operations and maintenance (O&M) instructions/requirements
- All U.S. Dept. of State, Safety Health and Environmental Management (SHEM) requirements

The purpose of this scope of work is to define the requirements for the planning, procurement, and maintenance of the HVAC and potable water systems located at the Embassy Compound. The intent of this service contract is to preserve the current piping, HVAC equipment, potable

water systems, and sprinkler piping/equipment, and establish a cost effective water treatment program to control water related problems such as corrosion, scaling, general deposits, and microbiological fouling and meet water treatment goals. All work shall be executed in accordance with the project SOW, approved water treatment chemicals, associated contract documents and be compliant with all applicable safety, equipment and building codes and standards.

2.0 HOURS OF PERFORMANCE

The Service Contractor shall schedule all preventive maintenance during normal working hour which are defined as 8:00am to 5:00pm, inclusive of periodic maintenance that may be required on Saturdays, excluding local and bank holidays, unless approved in advance by the Contracting Officer's Representative (COR).

3.0 ACCESS TO GOVERNMENT BUILDINGS AND STANDARDS OF CONDUCT

3.1 General. The Contractor shall designate a representative who shall supervise the Contractor's elevator mechanics and be the Contractor's liaison with the U.S. Embassy/Consulate. The Contractor's employees shall be on-site only for contractual duties and not for any other business or purposes. Contractor employees shall have access to the elevators' hoistways, lobbies and machine rooms, either with or without security escorts, only with specific permission by either the Contracting Officer or the COR.

3.2 Personnel Security. The US Embassy reserves the right to deny access to U.S owned and U.S.-operated facilities to any individual. The Contractor shall provide the names, biographic data and police clearance on all Contractor personnel, who shall be used on this contract prior to their utilization on this contract

3.3 Standards of Conduct

3.3.1 General. The Contractor shall maintain satisfactory standards of employee competency, conduct, cleanliness, appearance and integrity and shall be responsible for taking such disciplinary action with respect to employees as may be necessary. Each Contractor employee shall adhere to standards of conduct that reflect credit on themselves, their employer, and the United States Government. The Government reserves the right to direct the Contractor to remove an employee from the worksite for failure to comply with the standards of conduct. The Contractor shall immediately replace such an employee to maintain continuity of services at no additional cost to the Government.

3.3.2 Uniforms and Personal Equipment. The Contractor's employees shall wear clean, neat and complete uniforms when on duty. All employees shall wear uniforms approved by the Contracting Officer's Representative (COR). The Contractor shall provide, to each employee and supervisor, uniforms and personal equipment. The Contractor shall be responsible for the cost of purchasing, cleaning, pressing, and repair of the uniforms.

3.3.3 Neglect of duties shall not be condoned. This includes sleeping while on duty, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours and refusing to render assistance or cooperate in upholding the integrity of the worksite security.

3.3.4 The Contractor shall not condone disorderly conduct, use of abusive or offensive language, quarreling, and intimidation by words, actions, or fighting. Also included is participation in disruptive activities that interfere with normal and efficient Government operations.

3.3.5 Intoxicants and Narcotics. The Contractor shall not allow its employees while on duty to possess, sell, consume, or be under the influence of intoxicants, drugs or substances which produce similar effects.

3.3.6 Criminal Actions. Contractor employees may be subject to criminal actions as allowed by law in certain circumstances. These circumstances include but are not limited to the following actions: falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records; unauthorized use of Government property, theft, vandalism, or immoral conduct; unethical or improper use of official authority or credentials; security violations; organizing or participating in gambling in any form; and misuse of weapons.

4.0 WORK REQUIREMENTS

4.1 This statement of work (SOW) describes the preventive maintenance and testing services and deliverables to be performed by the Contractor at the new Compound, U.S. Embassy Cotonou, Benin.

4.2 The assigned Contracting Officer and Contracting Officer's Representative are the sole points of contact for all technical and contractual discussions or issues regarding the scope of work and its intent and execution. The Contractor shall take no direction verbal or otherwise from United States Government (USG) personnel other than the Contracting Officer or Contract Officer's Representative.

4.3 This Statement of Work requires the Contractor to provide site assessment and survey services, project management, professional water treatment services, water treatment logistics and material procurement services, preventive maintenance and testing services, cost estimating and scheduling services, and general support services for this water treatment maintenance contract.

4.4 The Contractor's proposed and USG accepted maintenance contract cost proposal and maintenance schedule, including completion dates shall be incorporated into the task order. Additionally, the task order shall be a firm fixed price task order.

4.5 This statement of work and applicable deliverables and documents as developed by the Contractor and accepted by the USG shall serve as the basis for describing and delineating the scope of the required services and work limits for service contract to be furnished and executed by the Contractor.

4.6 All deliverables, documents, proposals, etc. submitted by the Contractor under this statement of work shall remain the property of the U.S. Government. All U.S. Government documents and data provided to the Contractor shall remain the property of the U.S. Government. The Contractor shall limit duplication and dissemination of all U.S. Government documents and Contractor developed documents under this statement of work to/within the Contractor's execution team. Duplication or distribution of project documents outside the Contractor's team is strictly prohibited without the express written approval and authorization of the contracting officer.

Upon completion of each service visit all documents, electronic media, photos, etc. shall be submitted to the Government, including all documents and data the Government provided to the Contractor. All service contract documents and media shall be submitted to the Government along with the Contractor's service report.

4.7 The Contractor shall schedule, coordinate and arrange all work so as to cause the least interference with the normal occurrence of post operations. In those cases where some interference is unavoidable, the Contractor shall make every effort to minimize the impact of the interference and its effects on the occupants or users. All detailed work schedules required by this statement of work shall be electronically documented and updated and made available to the Contracting Officer's Representative (COR) upon request, oral or written. If the COR determines that the Contractor's schedule conflicts with critical post operations, the Contractor shall modify the schedule as required.

4.8 The Contractor shall ensure that all Embassy/Post facilities, equipment and systems recommended for and maintained or installed by the Contractor are done so with the highest quality and cost effective materials, finishes, fixtures, equipment and system that provide for sustained operational reliability, dependability and durability. The Contractor shall assure that the equipment/water treatment chemicals furnished and installed are maintainable and equipment/parts can be readily replaced with locally available supplies and services as practical, taking into consideration local economy and resources. The Contractor shall utilize reliability-centered maintenance (RCM) principles and methodologies during and for all project activities and tasks. Uniformity of parts and components shall be taken into consideration to maximize part interchangeability with other existing Post systems. Except as otherwise directed by the contracting officer all parts, materials, components, equipment, systems, etc. furnished by the Contractor shall be new – not used or manufactured by third party entities. Except as otherwise directed by the contracting officer, all replacement or warranty parts shall be new and equal to or better than manufacturer recommended replacements.

4.9 After review of the US Government Statement of Work and provided technical data by the Contractor, any discrepancies, errors, conflicts, etc. that are discovered by the Contractor, the Contractor shall forward those items to the CO via written correspondence. Submittal of this

written correspondence shall be completed, within 3 days upon receipt of the US Government Statement of Work.

4.9.1 The Contractor shall provide 3 customer references of similar scope of work and US Dollar value.

4.9.2 The Contractor will not use any method or substances which may cause damage to the equipment or systems. Any damage or loss through negligence and/or maintenance practices by the Contractor, Sub-contractor, or Contractor's staff shall be the entirely the responsibility of the Contractor. The U.S. Embassy, Cotonou, Benin will require the Contractor to repair/replace any damaged systems or pay for the cost of rectification.

4.9.3 The Contractor must, for the duration of the contracted Services, continue to maintain a quality control process which has been agreed to by the U.S. Embassy, Cotonou, Benin COR and the Contractor.

4.9.4 The Contractor shall provide the technician's resume and training documentations within 20 days of the notice to proceed.

4.9.5 The service provider must have a minimum of five (5) years of experience with the design, manufacturing, and start-up of potable water treatment plants for United States Embassies and Consulates and have provided service or start-up services to a minimum of 10 US Embassy sites. The provider must be a factory authorized service provided of the installed equipment to include Culligan, Goulds pumps, Grundfos pumps, WaterProfessionals CL15 chlorination system, Signet, Prominent, etc... The qualified vendor must provide a compliance program to ensure the plant is operating in compliance with the manufacture's standards."

4.9.6 The technician/s shall sign off on every task specified in the Statement of Work and will provide a typewritten copy of their report to the COR or the COR's designate within five business days of each maintenance visit.

5.00 PERFORMANCE CRITERIA

5.1 Performance Objective

The objective of this Agreement is to provide, within the Term of this Contract, a professional level of service, which provides:

- US Embassy satisfaction in respect to the maintenance of water treatment systems and prompt reaction to any change in arrangements or operational requirements of the US Embassy;
- compliance with the statutory and regulatory provisions of the laws of the jurisdiction;
- best in class practices within the industry;
- risk reduction for the US Embassy;

- preservation of asset value; and
- reduction in operating costs.

The Service Contractor agrees that its performance under the Contract shall be measured against performance criteria specified in this document or otherwise agreed at the time of commencement.

5.2 Performance Benchmarks

The Service Contractor must for the duration of the contracted Services continue to maintain a quality control process, which has been agreed by the US Embassy and the Service Contractor.

The Service Contractor must allow the US Embassy access to the quality control system as well as the relevant quality systems of its subcontractors so as to enable monitoring and quality auditing of the maintenance service.

The US Embassy may reject any aspect of the Services that fails to comply with the requirements of the Contract, or its quality system, at any time

5.3 Performance Monitoring and Reporting

The Service Contractor shall monitor its own performance against the criteria and benchmarks identified in this document, and shall provide reports when required by the US Embassy.

6.0 SPECIFICATIONS

6.1 All equipment, chemicals, and testing procedures and kits shall be approved by the COR prior to use in the service contract.

6.2 The Contractor will be responsible for submitting the manufacture specifications, SDS sheets and equipment cut sheets for all equipment, chemicals (including chemical composition), and testing procedures in both English and French languages.

6.3 HVAC Water Treatment System:

6.3.1 The Contractor shall use a molybdate based corrosion and scale inhibitor designed for closed hot and chilled recirculating water systems. The molybdate shall be in a liquid form with a pH level ranging from 10.8 to 12.5. The density of the molybdate shall be between 1.03 to 1.07 kg/L. The molybdate shall not contain any sodium nitrites. The chemicals shall be compatible with propylene glycol. The chemical composition of the molybdate shall contain at the minimum the following chemicals: Sodium Molybdate, Sodium Hydroxide, Sodium Tetraborate, and Pentahydrate.

6.3.2 The Contractor shall provide propylene glycol and maintain a 30% concentration in the chilled water systems. The glycol shall contain propylene with inhibitors and meet all specification requirements as the “Dowfrost” by Dow Chemical Company or approved equal.

6.3.3 The hot water / chilled water filter media shall be rated at 98 percent efficiency for 20 micrometer particulates. The filters shall fit in the Embassy’s current filtration unit.

6.3.4 The hot and chilled water shall be maintained with the parameters specified in Exhibit A HVAC Water Treatment Systems Statement of Work

6.4 Potable Water Treatment System:

6.4.1 1 The potable water shall be maintained with the parameters specified in Exhibit B Domestic (Potable) Water Treatment Systems Statement of Work

7.0 SAFETY HEALTH AND ENVIRONMENTAL MANAGEMENT (SHEM)

7.1 The Service Contractor shall take all reasonable and proper safety precautions to prevent death or injury to any person or damage to any property at the US Embassy Cotonou Compound and in particular all equipment used by the Service Contractor shall be used in such a manner and maintained so as to minimize the danger of accident, death, injury, loss or damage arising from the use of such equipment. In addition to relevant statutory requirements, standards and other provisions of this Contract, the Service Contractor shall have the following requirements:

- Numbers (CLIN) shall include proper disposal of toxic substances where applicable.
- The Service Contractor's personnel shall be knowledgeable with and adhere to all relevant occupational health and safety legislation and MSDS sheets.
- All electrical equipment and associated materials for the Services Contract comply with UL requirements.
- Follow all NFPA guidelines against fire, production of smoke or the venting of any noxious substances
- Ensure that the Service Contractor's personnel comply with all safety procedures and requirements
- Ensure that the Service Contractor's personnel are adequately trained and instructed in the safe and correct usage, handling and operation of materials and equipment relevant to the Services and provide reasonable proof of such to the US Embassy Cotonou on request.
- Ensure the Service Contractor's personnel are certified as having completed occupational health and safety training and have been issued all the necessary Personal Protection Equipment (PPE) required for safe implementation of this contract;

Training program(s) shall be presented and must satisfy the US Embassy Cotonou during the submittal process.

8.0 MAINTENANCE SPECIFICATION DETAILS

8.1 Precedence of Specifications. If and to the extent that there is an inconsistency between this maintenance specification and any Manufacture's maintenance specification, the Manufacture's maintenance specification shall prevail.

9.00 SCOPE OF WORK

The water treatment Contractor shall provide both the required chemical products and necessary services to apply the chemicals, monitor their performance, and report the results. The water treatment service contract shall 1) preserve the interior waterside of current piping, HVAC equipment, potable water systems, and sprinkler piping/equipment, 2) reduce operating costs and establish a cost effective water treatment program to control water related problems such as corrosion, scaling, general deposits, and microbiological fouling, and 3) ensure the proper operation of water treatment equipment.

9.2 The water treatment Contractor shall provide a “support service water treatment” contract. The support service water treatment contract shall involve joint responsibilities between the embassy facility management staff and the water treatment vendor.

9.3 The support service water treatment program shall consist of the embassy facility management staff conducting routine (daily, weekly, monthly, quarterly, and semi-annually) water treatment tests and control of the HVAC and potable water treatment systems and emailing the results to the water treatment Contractor on a weekly basis. The Contractor will then be responsible for conducting a technical analysis of the weekly water treatment testing results from the embassy. The Contractor will then respond to the embassy within 24 hours to direct the embassy facility management staff to make any changes to the chemical dosages and/or equipment operations as necessary.

9.4 The water treatment Contractor shall visit the embassy on semi-annually basis at 3 day consecutive intervals. [**Post must specify the frequency and length of maintenance visits**] The Contractor shall be responsible for all logistics including but not limited to transportation and hotel reservations for their staff.

9.5 The water treatment Contractor shall provide good chemicals and have a storage life expectance of at least 1 year.

9.6 The water treatment Contractor shall establish minimum and maximum control ranges for each treatment chemical and avoid unnecessary high levels of chemicals to mitigate cost and adverse chemical reactions from improper high level chemical dosage.

9.7 The water treatment Contractor shall perform the required services as described in the following SOW attachments, as applicable:

Exhibit A – HVAC Water Treatment System

Exhibit B – Potable Water Treatment System

9.8 The water treatment Contractor shall provide 4 hours of familiarization annually in both English and French to acquaint operators in the necessary water treatment tests, the control ranges for each treatment chemical, safe handling of equipment and chemicals, and new water treatment procedures/technologies.

9.9 The water treatment Contractor shall review the facility water treatment logs and the operating logs to verify the chemicals are within design parameters.

9.10 The water treatment Contractor shall discuss the water treatment conditions with the Facility Manager, the COR and operating engineers on a monthly basis and follow up with a written service report within 2 business days after each visit. The report shall be in English and contain the results of water treatment Contractor’s on-site and laboratory tests, comment on the status of each system, and specific recommendations for action if necessary.

10.0 INSURANCE REQUIREMENTS

10.1 Personal Injury, Property Loss or Damage (Liability). The Contractor assumes absolute responsibility and liability for any and all personal injuries or death and property damage or losses suffered due to negligence of the Contractor's personnel in the performance of this contract

The Contractor's assumption of absolute liability is independent of any insurance policies.

10.2 Insurance. The Contractor, at its own expense, shall provide and maintain during the entire period of performance of this contract, whatever insurance is legally necessary. The Contractor shall carry the following minimum insurance:

Comprehensive General Liability

Bodily Injury	\$35,000* per occurrence
Property Damage	\$25,000* per occurrence

Workers' Compensation and Employer's Liability

Workers' Compensation and Occupational Disease	\$35,000* per occurrence
Statutory, as required by host country law	

Employer's Liability	\$25,000* per occurrence
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10.3 Worker's Compensation Insurance. The Contractor agrees to provide all employees with worker's compensation benefits as required by the laws of either the country in which the employees are working or the employee's native country, whichever offers greater benefits, following FAR 52.228-4 "Worker's Compensation and War-Hazard Insurance Overseas".

11.0 PERMITS

The Contractor shall maintain in full force and affect all permits, licenses, and appointments required for the prosecution of work under this contract at no additional cost to the Government. The Contractor shall obtain these permits, licenses, and appointments in compliance with host country laws.

12.0 LOCAL LAW REGISTRATION

If the local law or decree requires that one or both parties to the contract register the contract with the designated authorities to insure compliance with this law or decree, the entire burden of this registration shall rest upon the Contractor. Any local or other taxes which may be assessed against the contract shall be payable by the Contractor without Government reimbursement.

13.0 GOVERNMENT FURNISHED PROPERTY/EQUIPMENT

The Contractor shall physically inventory all Government furnished property in its possession. Physical inventories consist of sighting, tagging or marking, describing, recording, reporting, and reconciling the property with written records. The Contractor shall conduct these physical inventories semi-annually during the contract and at the completion or termination of the contract, as directed by the COR. Unless approved in advance by the Contracting Officer, personnel other than those who maintain the property records or who have custody of the property shall conduct the inventory.

14.0 QUALITY ASSURANCE AND SURVEILLANCE PLAN (QASP)

14.1 This plan provides an effective method to promote satisfactory contractor performance. The QASP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the contract. The role of the Government is to monitor quality to ensure that contract standards are achieved.

Performance Objective	Scope of Work Para	Performance Threshold
<u>Services.</u> Performs all [<i>Note to CO: insert type of services</i>] services set forth in the scope of work.	1. thru 13.	All required services are performed and no more than one (1) [<i>Note to Contracting Officer: insert different number if desired.</i>] customer complaint is received per month. [<i>Note to Contracting Officer: add other measures as desired.</i>]

13.2 Surveillance. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.

13.3 Standard. The performance standard is that the Government receives no more than one (1) [*Note to Contracting Officer: insert other number if desired*] customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212-4, Contract Terms and Conditions-Commercial Items), if any of the services exceed the standard.

13.4. Procedures.

13.4.1 If any Government personnel observe unacceptable services, either incomplete work or required services not being performed they should immediately contact the COR.

13.4.2 The COR will complete appropriate documentation to record the complaint.

13.4.3 If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.

13.4.4 If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.

13.4.5 The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

13.4.6 If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.

13.4.7 The COR will consider complaints as resolved unless notified otherwise by the complainant.

13.4.8 Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection clause.

EXHIBIT A
Statement of Work
HVAC Water Treatment Systems

I. GENERAL INFORMATION:

The United States Embassy in Cotonou requires professional services and contractor cost proposals to perform preventive maintenance services of the facility's HVAC Water Treatment Systems.

II. PROJECT REQUIREMENTS:

- HVAC System Description: The HVAC system in COTONOU is a chilled water Cooling-Loop system with 920-Gallons of water volume for the main chilled water loop. The Corrosion Coupons is installed across the chilled water pump with the proper flow direction. Copper and steel coupons are installed in the proper order per the manufacturer's instructions. Coupons shall be removed every 180days and sent to Guardian-Ipco for analysis. The HVAC System is equipped with the following:
 - Corrosion coupon rack
 - Shot Feeder with isolating and drain valves downstream from circulating pumps, unless otherwise indicated.
 - Neptune Filter Feeder
 - Chemical testing and adjustment feeder
 - Range for chemicals:
 - a. pH: 7.0 to 10.0.
 - b. Chilled Water Corrosion: 50 to 100 PPM (as Molybdate).
- Primary and Secondary Chilled Water Loop 3,482 liters or 920 gallons

DESCRIPTION OF EQUIPMENT *:

**Please see attachment at the end of this sheet for more details*

III. GENERAL REQUIREMENTS:

The Contractor SOW shall provide all labor, tools, and materials required to carry out all preventive maintenance as outlined in this SOW. US Embassy staff may have service manuals for all equipment included in this SOW. If they do not, the Contractor shall assist Embassy Staff in obtaining the manuals.

IV. SCOPE OF WORK - PREVENTIVE MAINTENANCE

Contractor shall provide all materials, supervision, labor, tools and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Any questions or injuries **shall** be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Safety Data Sheets (SDS) shall be provided by the Contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

At a minimum, the following work shall be accomplished:

HVAC Water Treatment Preventive Maintenance (PM)

Semi-Annually:

Water Treatment System, Closed Loop

- i. Safety & Special Instructions:

1. Chemicals must comply with the Environmental Protection Agency (EPA) regulations and handled in accordance with occupational safety requirements. Employ personal protection against corrosive or hazardous treatment chemicals as appropriate.
 2. Be familiar with the Safety Data Sheets of any chemicals used in the water treatment program.
 3. Water treatment specialists must be properly trained and certified.
 4. Water treatment must be based on proven standard engineering practices.
 5. Follow treatment as directed by manufacturer and in accordance with requirements specified under Section 10.
 6. Maintenance includes chemicals, chemical feeding, maintaining proper water conditions, controlling bleed off, protecting idle equipment, and record keeping.
 7. Ensure chemicals are properly stored; test equipment clean, and that chemicals have not passed expiration date.
 8. Maintain records and test results.
 9. All tests shall conform to the manufacturer test procedures and standard values.
- ii. Maintenance Description:
1. Inspect system and complete water analysis.
 2. Monitor and test corrosion coupons (every 90 days for mild steel and copper coupons)
- iii. Maintenance Procedures:
1. Sample water from the closed loop system per manufacturer's recommendations.
 2. Test for the proper levels of chemicals in the closed loop system and adjust chemical feeds as necessary to maintain optimal conditions in the system.
 3. Record test results in a logbook.
 4. Use the conductivity meter to test for total solids and plot in a logbook. Record and analyze abnormal changes.
 5. Check the total conductivity of the system with a conductivity meter. Record results in a logbook.
 6. Check pH with the pH test strips and/or pH meter.
 7. Clean sample bottles and wipe down all chemical treatment equipment.
 8. Change corrosion coupons. Send used coupons to the laboratory for analysis.
Contractor to supply written coupon corrosion test report to the Facilities Manager within fourteen (14) calendar days after analysis.
- iv. Process Instrumentation Engineer Checks and Adjustments
1. Visual inspection for the controller, sensor, pumps, tubing and other accessories
 2. Testing of the chemical parameters
 - a. pH
 - b. Total dissolved solids
 - c. Conductivity
 - d. Aerobic Plate Count

- e. Corrosion Inhibitor Level
 - f. Biocide dosage of both the Biocides
 - g. Test supply water for base conditions (iron, manganese, alkalinity, total hardness, silica chloride)
3. Calibration of the sensor with known standard
 4. Process calibration of conductivity by a calibrated instrument with a known standard
 5. Make sure that the controller is functioning properly.
 6. Make sure that the solenoid valves, contact water meter, inhibitor pump and biocide pumps are physically functioning properly as per the settings in the controller.
 7. Make sure that the chemical is dosed only as per the specification
 8. Submit service report with detailed description of errors and causes (if any) and corrective action taken.

The water treatment Contractor shall determine the dosage levels of chemicals and stay within the specified operating parameters as shown in Table A:

Table A

	Open Loops to & from Cooling Tower	Closed Loops without inhibited glycol	Closed Loops with >25% inhibited glycol
pH	>7 & <9	>7 & <9	>7 & <9
Total Dissolved Solids (TDS)	<1000ppm	<1000ppm	1000-10,000 ppm
Conductivity	Based on Cycles of Concentration (COC)	1,000-15,000 ppm	1,000-15,000 ppm
Hardness as CaCO ₃	30-500 ppm	30-500 ppm	30-500 ppm
Alkalinity as CaCO ₃	30-500 ppm	>500 ppm	>500 ppm
Chlorides	<200 ppm	<200 ppm	<200 ppm
Sulfates	<200 ppm	<200 ppm	<200 ppm
If applicable: Glycol % Dowfrost or approved equivalent	n/a	n/a	>30% The max. amount up to a max. of 50% is dependent on lowest OA temperature the CHW loop is exposed to.
Micro Biological Fouling	Total Aerobic Count: < 10,000/ml	Total Aerobic Count: < 10,000/ml	Total Aerobic Count: < 10,000/ml
Coupon Rack System Parameters			
Corrosion on Mild Steel in mils/year	< 2.0 mpy	< 0.5 mpy	< 0.5 mpy
Pitting on Mild Steel	None	None	None
Corrosion on Copper Alloys	< 0.2 mpy	< 0.1 mpy	< 0.1 mpy
Corrosion on Stainless Steel	<0.1		
Scaling & Deposition	None	None	None

List of Equipment: (Sample) *[List all applicable equipment]*

Control Panel and Valves	Manufacturer	Model	Number	Specifications	Location
Valves & Switches	WATTS	LF 25AUB Z3	740	SET: 25- 75PSI	NOB 3RD FL MECH RM

					31M1
Valves & Switches	WATTS	M1	740	SET: 50PSI	NOB 3RD FL MECH RM 31M1

Filtration/Water Treatment Equipment

Filtration and Membranes	Manufacturer	Make	Model	Number	Specifications		Location
					Micron rating (□)	Absolute or nominal	
Replaceable Filter Media	GUARDIAN IPCO	NEPTUNE	Fine	106453	5micron		NOB 3RD FL MECH RM 31M1
Chemical Feeding	Manufacturer	Make	Model	Number	Specifications (Media)		Location
Chemical Pot Feeder	GUARDIAN IPCO	NEPTUNE	FTF-5DB FEEDER		CUSTOMIZED MOLYBDATE		NOB 3RD FL MECH RM 31M1

Chemical	Manufacturer	Make	Model	Number	Specifications	Location
System Cleaner	Guardian-IPCO		GI#415			
Corrosion Inhibitor	Guardian-IPCO		GI#379		Maintain treatment residual in the range of 50-ppm to 100-ppm as Molybdate.	

Pumps	Manufacturer	Model Number	Serial Number	Capacity	Electrical
PUMP, N-CHP-1 (PRI LOOP-CHIL WTR)	BELL AND GOSSETT	1510 BF 9.25 3BC	PRD11716-1	385GPM	7.5HP
PUMP, N-CHP-2 (PRI LOOP-CHIL WTR)	BELL AND GOSSETT	1510 BF 9.25 3BC	PRD11716-2	385GPM	7.5HP
PUMP, N-CHP-3 (PRI LOOP-CHIL WTR)	BELL AND GOSSETT	1510 BF 9.125 3BC	PRD11714-1	615GPM	15HP
PUMP, N-CHP-4 (PRI LOOP-CHIL WTR)	BELL AND GOSSETT	1510 BF 9.125 3BC	PRD11714-2	615GPM	15HP

EXHIBIT B
Statement of Work
Domestic (Potable) Water Treatment System

I. GENERAL INFORMATION:

The United States Embassy in Cotonou requires professional services and contractor cost proposals to perform preventive maintenance services of the facility's Potable Water Treatment System.

II. PROJECT REQUIREMENTS:

- Description: See below at the end of this section a complete description of the sequence of the operation of the Domestic Water Treatment System installed in US Embassy, Cotonou
- Volume: Domestic Water 25,000liters or 6604 gallons

DESCRIPTION OF EQUIPMENT *:

** **Note to statement of work writer:** Post should include a detailed list of water treatment system components and equipment here. Please see attachment at the end of this Exhibit A sheet for examples*

III. GENERAL REQUIREMENTS:

The Contractor under this SOW will be responsible for labor, tools, and materials required to carry out all preventive maintenance as outlined in this SOW. Embassy staff should have service manuals for all equipment included in this SOW. If they do not, the Contractor will assist Embassy Staff in obtaining the manuals and ensure they have been received.

IV. SCOPE OF WORK - PREVENTIVE MAINTENANCE

Contractor shall provide all materials, supervision, labor, tools and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Any questions or injuries **shall** be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Safety Data Sheets (SDS) shall be provided by the Contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

At a minimum, the following work must be done:

Semi-Annually (2 times per year):

Booster Pumps

- i. Safety & Special Instructions:
 1. Follow site and manufacturer's safety procedures.
 2. Perform applicable lockout/tag-out steps of site safety procedures.
 3. Schedule outage with operating personnel.
 4. Record and report equipment damage or deficiencies.
 5. Obtain and review manufacturer operation and maintenance instructions.
 6. All tests shall conform to the manufacturer test procedures and standard values.
- ii. Maintenance Description:
 1. Clean and inspect the booster pump.
 2. Clean and inspect motor.
 3. Lubricate motor.

iii. Maintenance Procedures:

1. Lock out and Tag out unit.
2. Clean and inspect pump.
 - a. Clean accumulated dirt and grime from pump casing, shaft coupling, and motor.
 - b. Inspect electrical wiring, motor, and controls for signs of over-heating, broken insulation, loose or corroded connections, or damaged conduit.
 - c. Check for evidence of leaks.
 - d. Check alignment of coupling and security of base-plate mounting bolts.
3. Lubricate pump (if applicable).
4. Conduct operational test of the circulating pump.
 - a. Start pump. Check flanges and fittings for leaks.
 - b. Check for unusual noise or vibration.
 - c. Return the unit to service.
5. Check the motor.
 - a. Inspect electrical wiring, motor, and controls for signs of over-heating, broken insulation, loose or corroded connections, or damaged conduit.
 - b. Meggar check motor, record results.
 - c. Check running current and voltage for each phase, record results.
6. Lubricate the motor (if applicable). NOTES: DO NOT OVERGREASE THE MOTOR. USE MOTOR RATED GREASE. DO NOT USE PUMP GREASE IN THE MOTOR.

Annually (1 time per year):

Booster Pumps

- iv. Safety & Special Instructions:
 4. Perform applicable lockout/tag-out steps of site safety procedures.
 2. Schedule outage with operating personnel.
 3. Follow site and manufacturer's safety procedures.
 4. Record and report equipment damage or deficiencies.
 5. Obtain and review manufacturer operation and maintenance instructions.
 6. All tests shall conform to the manufacturer test procedures and standard values.
- v. Maintenance Description:
 1. Clean and inspect the booster pump.
 2. Clean and inspect motor.
 3. Lubricate motor.
- vi. Maintenance Procedures:
 7. Tag out unit.
 8. Clean and inspect pump.
 - e. Clean accumulated dirt and grime from pump casing, shaft coupling, and motor.

- f. Inspect electrical wiring, motor, and controls for signs of over-heating, broken insulation, loose or corroded connections, or damaged conduit.
 - g. Check for evidence of leaks.
 - h. Check alignment of coupling and security of base-plate mounting bolts.
- 9. Lubricate pump (if applicable).
- 10. Conduct operational test of the circulating pump.
 - d. Start pump. Check flanges and fittings for leaks.
 - e. Check for unusual noise or vibration.
 - f. Return the unit to service.
- 11. Check the motor.
 - d. Inspect electrical wiring, motor, and controls for signs of over-heating, broken insulation, loose or corroded connections, or damaged conduit.
 - e. Meggar check motor, record results.
 - f. Check running current and voltage for each phase, record results.
- 12. Lubricate the motor (if applicable). NOTES: DO NOT OVERGREASE THE MOTOR. USE MOTOR RATED GREASE. DO NOT USE PUMP GREASE IN THE MOTOR.

Annually:

Potable Water Treatment System

(In addition to all quarterly maintenance described above)

- i. Safety & Special Instructions:
 - 1. Schedule outage with operating personnel.
 - 2. Follow site and manufacturer's safety procedures.
 - 3. Record and report any equipment damage or deficiencies found during this maintenance task.
 - 4. Record all test results in the component maintenance log.
 - 5. Obtain and review manufacturers operation and maintenance instructions.
- ii. Maintenance Description:
 - 1. Check the system for proper performance.
 - 2. Service the system.
 - 3. Check the backwash flow controller for proper operation.
 - 4. Evaluate filter media for replacement (as applicable)
- iii. Maintenance Procedures (General)
 - 1. Cycle the backwash flow controller and verify proper operation (as applicable).
 - 2. Evaluate any media for replacement.
 - 3. Conduct water quality testing to verify maintenance of water quality treatment goals as specified by section 10 of this contract. Have treated water tested by a certified laboratory for an analysis of the following parameters: pH, alkalinity, aluminum, calcium, copper, bromide, fluoride, nitrite, nitrate, orthophosphate, silica, strontium, iron, manganese, lead, magnesium, sodium, chloride, total hardness, total dissolved solids (TDS), turbidity, free chlorine, coliform bacteria, HPC, and temperature.

Note to statement of work writer: *Water fountains or other taps that provide potable water for consumption may already be sampled on a periodic basis by Embassy staff and analyzed for coliform bacteria. The maintenance contract should require testing of drinking water taps (on the embassy compound and at residential units) for coliform bacteria as a check on the Health Unit coliform analysis that is routinely done on a monthly basis by the post. Number of taps to be sampled as specified by Embassy operating personnel.*

- iv. Maintenance Procedures (***include specific treatment equipment as applicable***)
 - 1. Check backwash filter
 - 2. Check softening
 - 3. Flush softening
 - 4. Check dosage/metering
 - 5. Adjust dosage/metering
 - 6. Measure water hardness and adjust system to achieve desired hardness level.
 - 7. Measure water conductivity
 - 8. Measure water pH number
 - 9. Check pressure gauges for proper operation
 - 10. Check density of brine solution in salt tank
 - 11. Check operation of float control in brine
 - 12. Inspect water softening piping, fittings and valves for leaks
 - 13. Lubricate valves and motors
 - 14. Inspect softener base and brine tank for corrosion and repair as needed
 - 15. Check operation of automatic fill valve in brine tank
 - 16. Check electrical wiring and phasing
 - 17. Check cleanliness
 - 18. Check control system
 - 19. Check system functioning
 - 20. Measure turbidity, free chlorine residual, iron, manganese, total dissolved solids (TDS), alkalinity, and temperature of finished water

Controllers: Chemical and Other Treatment Processes (for example: Chlorine addition, Reverse Osmosis (R/O) treatment, pH adjustment, corrosion inhibitor addition), and Pumps (Circulation and Well)

- i. Safety & Special Instructions
 - 1. Schedule outage with operating personnel.
 - 2. Perform applicable lockout/tag-out steps of site safety procedures.
 - 3. Record and report equipment damage or deficiencies.
 - 4. Review and follow the manufacturer OM instructions.
 - 5. Record results in the equipment history log.

- ii. Maintenance Description:
 - 1. Clean and inspect controller.
 - 2. Operational test controller.
- iii. Maintenance Procedures:
 - 1. Visually inspect for broken parts, contact arcing, or any evidence of overheating.
 - 2. Check line and load connections for tightness (check manufacturer instructions for torque specifications).
 - 3. Check mounting screws for tightness.
 - 4. Check all control wiring connections for tightness.
 - 5. Check all timers/clocks for proper operation.
 - 6. Clean interior and exterior of cabinet.
 - 7. Energize circuit and check operation of the controller. Verify each controlled circuit operates properly.
 - 8. Replace burned out pilot lights. Check alarm and remote indicators where applicable.
 - 9. Evaluate UPS Power supplies for replacement.

Pump, Water (Submersible)

- i. Safety & Special Instructions:
 - 1. Schedule outage with operating personnel.
 - 2. Follow site and manufacturer's safety procedures.
 - 3. Record and report any equipment damage or deficiencies found while performing this maintenance task.
 - 4. Record all test results in the component maintenance log.
 - 5. Obtain and review manufacturer operating and maintenance instructions.
 - 6. All tests shall conform to the manufacturers test procedures and standard values.
- ii. Maintenance Description:
 - 1. Test the pump. (Annual)
- iii. Maintenance Procedures:
 - 1. Inspect electrical wiring for damage.
 - 2. For recirculation pumps, verify pump is pumping at capacity.
 - 3. For jockey pumps, verify pump is pumping at the required pressure.
 - 4. Measure actual current draw and compare to nameplate readings.
 - 5. Measure voltage at the pump and compare to nameplate readings.
 - 6. Meggar test the motor.

Water Wells

- i. Safety & Special Instructions:
 - 1. Schedule work with operating personnel.
 - 2. Follow site and manufacturer's safety procedures.
 - 3. Record and report any equipment damage or deficiencies found during this maintenance task.

4. Record all test results in the component maintenance log.
5. Obtain and review manufacturer operation and maintenance instructions.
- ii. Maintenance Description:
 1. Inspect the well-head casing and seals for cleanliness and water tightness integrity.
 2. Perform a water chemistry and bacterial test.
- iii. Maintenance Procedures:
 1. Note any sources of potential well contamination and verify chemicals, fertilizers, fuel or oil, paint, etc., are not stored near the well. Maintain clearance of 50 to 100 feet between the well and buildings, parked cars or other vehicles, etc.
 2. Check the well cover or well cap on top of the well casing to ensure it is in good repair.
 3. Check that the casing is free of cracks.
 4. Check that the sanitary seal is secure and watertight.
 5. Check that the ground slopes away from the well for at least 15 feet in all directions.
 6. Check all backflow preventers and anti-siphon devices to ensure water is not siphoning back into the well.
 7. Provide backflow annual certification test.
 8. Sample the well and send to a certified laboratory for chemical and bacteriological analysis. Bacteriological tests to include: total coliform, fecal coliform, E. coli, and heterotrophic plate count (HPC) bacteria. Chemical/Physical tests to include: pH, alkalinity, total dissolved solids (TDS), turbidity, total iron (Fe), total manganese (Mn), nitrate, nitrite, total hardness, and ammonia.

Water Tanks with Controls (Above and Underground)

- i. Safety & Special Instructions:
 1. Perform applicable lockout/tag-out steps of site safety procedures to ensure machinery will not start.
 2. Schedule outage with operating personnel.
 3. Follow site and manufacturer's safety procedures.
 4. Record and report to the post any equipment damage or deficiencies found while performing this maintenance task.
 5. Record all test results in the component maintenance log.
 6. Obtain and review manufacturer operation and maintenance instructions.
 7. All tests shall conform to the manufacturer test procedures and standard values.
- ii. Maintenance Description:
 1. Test operation of sluice gate.
 2. Operational test of the water tank
 3. Test operation of controls.
- iii. Maintenance Procedures:
 1. Examine visible interior of tank including fittings, hatches, ladders, manholes, and hand-holes for signs of corrosion, and correct as indicated.

2. Clean, test and inspect sight glasses, valves, fittings, drains and controls.
3. Clean and inspect tank level control panel.
 - a. Clean exterior of panel and inspect front panel components for damage.
 - b. Clean interior panel components of dust and foreign material.
 - c. Inspect electrical wiring for damage and loose connections.
 - d. Inspect relays for damaged contacts and signs of over-heating.
4. Operational Test panel/electronic control units and mechanical level control equipment.
 - a. Verify that all alarm, control, and communication circuits operate correctly.
 - b. Verify that mechanical level indicating and control devices are functioning properly.
5. Look for presence of contamination (bugs, frogs, snakes, paper, plastic, etc.). Notify the post if found.
6. Tanks should be drained, cleaned, and disinfected as per current U.S. Department of State Guidelines (ALDAC 137958).
7. Return system to service.

The water treatment Contractor shall determine the dosage levels of chemicals and stay within the specified operating parameters:

Parameters	Maintenance Levels
<i>For Maintenance of Potable Water Quality Treatment Goals</i>	
Chlorine Residual	0.2 – 0.5 mg/L in all parts of the distribution system
Microbiological and Chemical constituents	Treated water meets U.S. Environmental Protection Agency Primary and Secondary Drinking Water Regulations (40 CFR Parts 141-143)
<i>For Maintenance of Piping and Equipment</i>	
Corrosion on mild steel	Less than 2.0 mpy
Pitting attack on mild steel	None
Corrosion on copper alloys	Less than 0.2 mpy
Scaling and deposition	None
Microbiological fouling	<ol style="list-style-type: none"> 1. No visible deposits 2. No health hazards 3. Total Heterotrophic Plate Count (HPC) less than 500/CFU

Table B

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals		Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)					
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells		Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)
Alkalinity		Alkalinity		Alkalinity		?						
						Total Alkalinity after treatment: 100 - 200 mg/L as CaCO ₃		M/P A/C	M/P A/C	M/P A/C	M/P A/C	
		Aluminum				?		A/C	A/C	A/C	A/C	
				Ammonia		?						
Arsenic	?	?	?	?		?						
		Bromide				?		A/C	A/C	A/C	A/C	
		Calcium				NA						

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals	Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)						
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)	
Calcium Hardness					NA							
Hardness												
		Total Hardness		Total Hardness	75-150 mg/L							
Chloride		Chloride			<250 mg/L (SMCL: 250 mg/L		A/C	A/C	A/C	A/C		
		Free chlorine			0.2 - 0.5 mg/L in distribution system. Minimum 0.2 mg/L at furthest point in distro. system. Never >4.0 mg/L at furthest point of distribution system		M/P A/C	M/P A/C	M/P A/C	M/P A/C		

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals	Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)						
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)	
		Free chlorine residual			Residual chlorine 0.2-0.5 mg/L in all parts of system		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
Total Chlorine					Total Chlorine: 0.2 - 0.5 mg/L in distribution system. Minimum 0.2 mg/L at furthest point in distro. system. Never >4.0 mg/L at furthest point of distro. system		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
		Coliform bacteria		Coliform bacteria	See Total HPC below							

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals	Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)						
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)	
				Fecal Coliform	See Total HPC below							
				E. Coli	See Total HPC below							
		HPC Heterotrophic Plate Count bacteria		HPC Heterotrophic Plate Count bacteria	See Total HPC below							
					Total Coliform and E. Coli: MCL: Total Coliform presence in <5% samples (or 1 test)		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
					Total HPC plate count <500 CFU (colony forming unit)		M/P A/C	M/P A/C	M/P A/C	M/P A/C		

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals	Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)						
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals	Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)		
Plate count					(SMCL: 0.3 mg/L)	A/C	A/C	A/C	A/C			
Conductivity					After treatment: 50-500 µS/cm	M/P A/C	M/P A/C	M/P A/C	M/P A/C			
		Copper			?	A/C	A/C	A/C	A/C			
		Fluoride			Range: 0.8 – 1.2 mg/L (MCL: 4.0 mg/L, SMCL: 2.0 mg/L)	A/C	A/C	A/C	A/C			
Iron		Iron			See Total Iron below	M/P A/C	M/P A/C	M/P A/C	M/P A/C	1	2	3
				Total Iron	<0.3 mg/L (SMCL: 0.3 mg/L)	A/C	A/C	A/C	A/C			
		Lead			?	A/C	A/C	A/C	A/C			

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals	Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)						
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)	
		Magnesium			?		A/C	A/C	A/C	A/C		
Manganese		Manganese			?							
				Total Manganese	0.05 mg/L (SMCL: 0.05 mg/L)		A/C	A/C	A/C	A/C		
		Nitrate		Nitrate	<10 mg/l (MCL: 10 mg/L)		A/C	A/C	A/C	A/C		
		Nitrite		Nitrite	?		A/C	A/C	A/C	A/C		
		Orthophosphate			?		A/C	A/C	A/C	A/C		
pH		pH		pH	After treatment: 6.5 - 8.5		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
Phosphates					?							
		Silica			?		A/C	A/C	A/C	A/C		

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals		Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)					
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells	Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)	
		Sodium			?		A/C	A/C	A/C	A/C		
		Strontium			?		A/C	A/C	A/C	A/C		
TDS		TDS		TDS	After treatment: <500 mg/L		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
		Temperature					M/P A/C	M/P A/C	M/P A/C	M/P A/C		
Trihalomethanes	?	?	?	?	?	?						
		Turbidity		Turbidity	Always <1.0 NTU ><0.3 NTU 90% of the time)		M/P A/C	M/P A/C	M/P A/C	M/P A/C		
					Color: <15 color units (SMCL: 0.3 mg/L)		M/P A/C	M/P A/C	M/P A/C	M/P A/C		

Potable Water Testing (all parameters would be listed in the table in the SoW template, but each SoW would be tailored for the individual post after consultation with the Water Treatment Team)												
Test Parameters (Nomenclature needs to be corrected and/or standardized. Then this will be reduced to one column.)					Treatment Goals		Testing Locations, Testing Frequency: Annually (A), Quarterly (Q), Monthly (M) Who Is Tasked To Perform Test: Post (P), Contractor (C)					
From various sources		From Exhibit B of BME SoW - Water Treatment System		From Exhibit B of BME SoW - Wells		Quality Goals		Source (City)	Source (well)	Source (trucked or other)	Finished (Treated) Water	Distribution system Locations (selected sites to include furthest point in distribution, number of sites depends on size of Post)
						Langelier Saturation Index (LSI) 0.5> LSI<-0.5		A/C	A/C	A/C	A/C	
?	?	?	?	?	?	?						
?	?	?	?	?	?	?						

Potable Water Treatment System Components and Equipment List:

Control Panel and Valves	Manufacturer	Make	Model	Specifications	Location
Panel Controls: Chlorination Control Skid	WATER PROFESSIONALS		CUSTOMIZED	WATER PROFESSIONALS DWG 14272-01	UTIL PUMP RM U103
CNTLR, U-DWP-1 (DOM WTR BST)	TIGER FLOW		DVMV-259FA3(2) S6-VM-PVFD-NSF	346825	UTIL PUMP RM U103
CNTLR, U-MWP-1 (CITY PUMPS)	TIGER FLOW		DVMB 29F-C-S-2-U-M P VFD	346921	UTIL PUMP RM U103
CNTLR, U-WTP-1 (PRESS PUMPS)	TIGER FLOW		DVMV 29F-C-S-2-V-M P VFD.UL	346826	UTIL PUMP RM U103

Water Treatment Skids/Equipment

Filtration and Membranes	Manufacturer	Make	Model	Number	Specifications		Location
					Micron rating (μ)	Absolute or nominal	
Bag Filtration	HARMSCO		BCB-1-2-STD (DUPLEX)	1843 (TYP)	1		UTIL PUMP RM U103
Cartridge Filtration	HARMSCO		WB-40 SC-2 (6 FILTERS)	02280 (TYP)	5μ, 1 μ and 1 μ absolute		UTIL PUMP RM U103
Softening and Ion Exchange	Manufacturer	Make	Model	Number	Specifications (Media)		Location
Softening	HARMSCO		HF X N 150-2CD-ASME (DUPLEX)	T14677454			
Iron/Manganese Removal	CULLIGAN		HF X N-242RASME (DUPLEX)	T14677452			

Storage	Number of Tanks	Material	Volume	Location (above or below ground)
Raw Water Storage	2		400,000 liters	ABOVE GROUND, CONCRETE
Finished Water Storage	1		25,000 liters	ABOVE GROUND, CONCRETE

Pumps	Manufacturer	Model Number	Serial Number
Well			
Booster	GRUNDFOS PUMPS CORP	CR64-4-2 A-GA-E-HQQE	B98661882P114 230599
Booster	GRUNDFOS PUMPS CORP	CR64-4-2 A-GA-E-HQQE	B98661882P114 230600
TANK, EXP UHT-1 (DOMESTIC WATER)	AMERICAN WHEATLEY	WBF-2000-200	2388-02
TANK, EXP UHT-1 (DOMESTIC WATER)	AMERICAN WHEATLEY	WBF-2000-200	2388-01

Sequence of Operations for Water Treatment for US Embassy Cotonou, Benin

The following is a sequence description which covers the step by step treatment process and the role each skid plays in the treatment scheme.

Water is currently supplied from either the city water main or a well water source. The water sources enter the building with a service valves for maintenance. Both water supplies are treated to meet primary and secondary EPA requirements for drinking water.

The treatment system is designed to treat either the municipal water supply or the well water supply. The water treatment system is designed to first treat a large volume of water which will be held in the Raw Water Cistern. The initial treatment removes sediment in the water and provides chlorination. This water is used as a storage basin for the Potable Water Treatment System, as well as Fire Protection and Irrigation. This cistern provides a 7 day water supply (Approximately 400,000L). The next phase of the treatment is designed to bring the Raw Water to EPA primary and secondary requirements for drinking water. Once this water is treated, it is stored in the potable water cistern. Both cisterns are constantly circulated, monitored and maintained using the steps described below to prevent bacterial growth.

Initial Raw Water Treatment

Municipal Water Booster Pumps (Tag: U- MWP-1)

The incoming water from the city water supply will pass through a duplex booster pump. This pump skid is designed to increase the water pressure and ensure that sufficient pressure is provided to overcome light dirt loading on the bag filters. The pump skid consists of two pumps, each capable of producing 30 gpm at 50 psi. The pump system is designed to maintain a constant pressure in the line with VFD control. If the pressure drops due to a valve opening to fill the raw water cistern, the lead pump will automatically start and continue to run as long as the

pressure is below the set point (30 PSI).

Automatic Valves

Water from both the well water supply and the municipal water supply will pass through separate automatic valves. These valves will open or close based on the water level in the raw water cisterns. When the level in either raw water cistern reaches the fill set point of 90%, a signal is sent to the control panel and the municipal water fill valve is opened until the level reaches 95%. If the level drops to 85%, the well water fill valve is opened until the level reaches 90%. Both cisterns may be turned off at the control panel for maintenance and the respective level signal will be ignored.

Bag Filters

After the automatic valves, the two water sources are joined together and the raw water then passes through duplexed, stainless steel bag filters rated at 1 micron. Each filter can be isolated by shut-off valves for filter changes. Pressure gauges are included on the skid to indicate the pressure drop across the bag filters. These filters should be changed when the pressure drop exceeds 15 psi. The filters are washable as long as the clean pressure drop is at least 1 psi and no more than 10 psi. After the bag filters, the water will enter both raw water cisterns. Either cistern may be isolated using manual valves.

Primary Water Treatment

Raw Water Transfer Pumps (Tag: U-WTP-1)

Water from the raw water cisterns is pumped through the primary treatment system via the raw water transfer pump skid. The pump skid consists of two pumps, each capable of producing 30 gpm at 50 psi. The pump system is designed to maintain a constant pressure in the line with VFD control. If the pressure drops due to a valve opening to fill the potable cistern, or other treatment backwashing, the lead pump will automatically start and continue to run until the set point is reached. The pumps will automatically lead/lag, and the pressure set point is field adjustable. A pressure tank is utilized to maintain an

even pressure and prevent pump chattering. A permissive signal from the main control panel indicates that there is enough water in the raw cistern, preventing the transfer pump from running dry.

Water Softener skid

Water from the raw water cistern is pressurized with the raw water booster pumps and piped to the water softener skid. The water softener skid will remove calcium, magnesium, and iron which are potential scale contributors in the distribution system. The Softener system is duplexed and provides 100% redundancy as per the specification requirements. The softener system is a Culligan HFxN 150-2 ASME and consists of two (2) 20 inch diameter softeners and a 30 inch X 50 inch brine system. The capacity of each softener is 150,000 grains of hardness removal per regeneration. The regeneration is meter initiated and controlled by a Culligan GBE controller. When the primary softener is due for regeneration, the stand-by softener will come into service. The softener will then regenerate for approximately 100 minutes, and then will go into stand-by. All set points are field adjustable. Refer to the Culligan IOM for more information.

Carbon Filter Skid

Water from the water softener skid continues to the carbon filter skid. The water is de-chlorinated and organic contaminants removed from the water to control TTHM/DBP to less than 0.1 mg/l. The carbon filters will also remove dissolved gasses and odors from the water. The carbon filter skid consists of 2 Culligan HFxN 242R ASME 24" diameter filter vessels, each containing 8 cubic feet of carbon. The carbon filters will automatically backwash for 10 minutes every three days, using Culligan's GBE controller. Each carbon filter is capable of meeting the total flow requirements alone, meeting the 100% redundancy specification requirement. Refer to the Culligan IOM for more information.

Cartridge Filter Skid

Water from the carbon filters next flows through the cartridge filter skid. This skid consists of two separate trains or filters in series, rated at 5 microns, 1 micron nominal, and 1 micron absolute. The filters will remove particulates, cysts, and many forms of biological contaminants. Pressure gauges before and after each filter indicate the pressure drop across each filter, and they should be changed when the pressure drop increases by 12 psi over a clean filter. The 5 and 1 micron nominal filters are washable, though the 1-micron absolute rated filter is not. The filters are contained in stainless steel housings. Each filter train can be isolated, and each train is capable of meeting the total flow requirements alone, meeting the 100% redundancy requirement.

Potable Water Pumps

A potable water pump skid consisting of two pumps is used to move potable water from the cistern to the distribution points. Each pump is capable of producing 125 gpm at 99 psi. The pump system is designed to maintain a constant pressure in the line with VFD control. If the pressure drops due to water usage in the distribution system, the lead pump will automatically start and will

continue to run until the pressure set point is reached. The pumps are designed and sized to maintain the maximum facility usage with only one pumps in operation, meeting redundancy requirements. The pumps will automatically lead/lag, with the lead pump alternating on a 7 day cycle. The pressure set point is field adjustable. A pressure tank is utilized to maintain even pressure and prevent pump chattering. A pressure transmitter ensures that there is discharge pressure from the pumps, preventing them from running dry.

System Control

The system utilizes a touch-screen HMI with a PLC based control system. Tank levels, chlorine, and pH values are displayed on the main screen. Pump status is displayed as well. A system alarm screen will indicate and record system alarms and contacts are provided to interface with the BAS system. Submersible pressure transducers mounted in each cistern send a continuous level signal to the Control Panel on the Chlorination Skid. The Control Panel will display the

level of each cistern, as a percentage of tank volume. When the raw water tank volume drops to 90%, the automatic valve on the Chlorination Skid will open, and water will continue to flow until the tank level reaches 95%, at which time the valve will close. If the cistern reaches a level above 96%, or below 80%, the system will go into general alarm. This alarm signal is tied to the BAS system, indicating a problem in the water treatment room. If the water level falls below 75%, the raw water transfer pumps are disabled. All level set points are field adjustable. During cleaning or maintenance, either cistern may be turned off at the control panel, disabling the level control signals. A manual valve can be closed to prevent water from entering either cistern.

The potable water cistern is set to fill between 90% and 99%. A low alarm is triggered at 60%, a high alarm at 100%.

Water Quality Maintenance

Water from the raw water cistern is constantly circulated through the chlorination skid at a rate of 50 gpm, and the potable water cistern at 25 gpm. This circulation is through separate circulation lines utilizing Grundfos pumps and is always on.

Connections are to be provided for the circulation pumps to enable them to pull from each of the cisterns and return to each of the cisterns with valves in place to isolate a cistern that is down for maintenance and still provide circulation to the active cistern. Contacts are provided to interrupt any re-circulation pump motor starters to prevent operation in the event water levels fall below a specified level.

The re-circulation lines will keep the cisterns stirred and prevent stagnation, as well as providing a water stream to continuously sample and monitor. The chlorine levels in all cisterns are automatically monitored and controlled.

Chlorine levels in both cisterns are monitored through their respective recirculation lines. The raw water cisterns are set to maintain 0.80 ppm of chlorine, and the potable cistern is set to maintain 0.80 ppm of chlorine. The chlorine set points are field adjustable and may be changed to meet the required chlorine levels at the farthest point of distribution. The system will alarm if the chlorine levels drop below 0.70 or above 1.0 in the raw water cisterns, and 0.60 and 1.0 in the potable water cistern. These set points are field adjustable and will require

adjustment during start up in order to achieve the required chlorine residual of 0.2 – 0.4 mg/l required at every point in the distribution system. The chlorination system is disabled if the water level in the respective cistern falls below the alarm set point.

8.0 EXCLUSIONS

The Contractor shall not assume responsibility for the following items of elevator equipment, which are not included in this contract:

Car enclosures and related items including, but not limited to, fixed or removable panels, door panels, car gates, plenum chambers, hung ceilings, light diffusers, fluorescent tubes, dry cell batteries, handrails, mirrors, floor coverings, carpets and other architectural features and accessories;

Buried caissons, cylinders and piping, and power supply feeder circuits to the machine room circuit breakers;

Computer and microprocessor devices not exclusively dedicated to the elevator equipment such as terminal keyboards and display units;

Communications equipment, such as telephones, intercoms, heat detectors, and smoke sensors, which were not installed by the Contractor or the original elevator installer;

Major Repairs: Any individual unit or incident of repair with a total estimated cost (labor and direct material costs) exceeding \$3,000.00 which is not covered under routine maintenance, is not covered by this contract. The Government reserves the right to determine how these repairs are to be handled. Such repairs will normally be accomplished by separate purchase order or contract. This exclusion does not apply if the repair is to correct damage caused by Contractor negligence.

INSURANCE REQUIREMENTS

9.1 Personal Injury, Property Loss or Damage (Liability). The Contractor assumes absolute responsibility and liability for any and all personal injuries or death and property damage or losses suffered due to negligence of the Contractor's personnel in the performance of this contract

The Contractor's assumption of absolute liability is independent of any insurance policies.

Insurance. The Contractor, at its own expense, shall provide and maintain during the entire period of performance of this contract, whatever insurance is legally necessary. The Contractor shall carry the following minimum insurance:

Comprehensive General Liability	
Bodily Injury	* per occurrence
Property Damage	* per occurrence
Workers' Compensation and Employer's Liability	
Workers' Compensation and Occupational Disease	* per occurrence
Statutory, as required by host country law	
Employer's Liability	* per occurrence

[Note to Contracting Officer: Determine the types, amounts, and limits of coverage required to conform with local legal requirements or prevailing practice. State all amounts in local currency. State any additional insurance requirements here, if required by local law/regulation in amounts sufficient to meet normal and customary claims.]

9.3 Worker's Compensation Insurance. The Contractor agrees to provide all employees with worker's compensation benefits as required by the laws of either the country in which the employees are working or the employee's native country, whichever offers greater benefits, following FAR 52.228-4 "Worker's Compensation and War-Hazard Insurance Overseas".

10.0 PERMITS

The Contractor shall maintain in full force and affect all permits, licenses, and appointments required for the prosecution of work under this contract at no additional cost to the Government. The Contractor shall obtain these permits, licenses, and appointments in compliance with host country laws.

11.0 LOCAL LAW REGISTRATION

If the local law or decree requires that one or both parties to the contract register the contract with the designated authorities to insure compliance with this law or decree, the entire burden of this registration shall rest upon the Contractor. Any local or other taxes which may be assessed against the contract shall be payable by the Contractor without Government reimbursement.

12.0 GOVERNMENT FURNISHED PROPERTY/EQUIPMENT

The Contractor shall physically inventory all Government furnished property in its possession. Physical inventories consist of sighting, tagging or marking, describing, recording, reporting, and reconciling the property with written records. The Contractor shall conduct these physical inventories *[Note to Contracting Officer: Fill in frequency of these inventories (annually, semi-annually, etc.)]* during the contract and at the completion or termination of the contract, as directed by the COR. Unless approved in advance by the Contracting Officer, personnel other than those who maintain the property records or who have custody of the property shall conduct the inventory.

13.0 QUALITY ASSURANCE AND SURVEILLANCE PLAN (QASP)

13.1 This plan provides an effective method to promote satisfactory contractor performance. The QASP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the contract. The role of the Government is to monitor quality to ensure that contract standards are achieved.

Performance Objective	Scope of Work Para	Performance Threshold
<u>Services.</u> Performs all <i>[Note to CO: insert type of services]</i> services set forth in the scope of work.	1. thru 19.	All required services are performed and no more than one (1) <i>[Note to Contracting Officer: insert different number if desired.]</i> customer complaint is received per month. <i>[Note to Contracting Officer: add other measures as desired.]</i>

13.2 Surveillance. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.

13.3 Standard. The performance standard is that the Government receives no more than one (1) *[Note to Contracting Officer: insert other number if desired]* customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212-4, Contract Terms and Conditions-Commercial Items), if any of the services exceed the standard.

13.4. Procedures.

13.4.1 If any Government personnel observe unacceptable services, either incomplete work or required services not being performed they should immediately contact the COR.

13.4.2 The COR will complete appropriate documentation to record the complaint.

13.4.3 If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.

13.4.4 If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.

13.4.5 The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

13.4.6 If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.

13.4.7 The COR will consider complaints as resolved unless notified otherwise by the complainant.

13.4.8 Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection clause.

SECTION 2 - CONTRACT CLAUSES

FAR 52.212-4 CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS (OCT 2018) is incorporated by reference. (see SF-1449, Block 27A)

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS—COMMERCIAL ITEMS. (SEP 2021)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(2) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (JUL 2018) (Section 1634 of Pub. L. 115-91).

(3) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2020) (Section 889(a)(1)(A) of Pub. L. 115-232).

(4) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (NOV 2015).

(5) 52.233-3, Protest After Award (AUG 1996) (*31 U.S.C. 3553*).

(6) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 (*19 U.S.C. 3805 note*)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

— (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (JUN 2020), with Alternate I (OCT 1995) (*41 U.S.C. 4704* and *10 U.S.C. 2402*).

— (2) 52.203-13, Contractor Code of Business Ethics and Conduct (JUN 2020) (*41 U.S.C. 3509*)).

— (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (JUN 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

— (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (JUN 2020) (Pub. L. 109-282) (*31 U.S.C. 6101 note*).

— (5) [Reserved].

—X— (6) 52.204-14, Service Contract Reporting Requirements (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

— (7) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (OCT 2016) (Pub. L. 111-117, section 743 of Div. C).

—X— (8) 52.209-6, Protecting the Government’s Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (JUN 2020) (*31 U.S.C. 6101 note*).

— (9) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (OCT 2018) (*41 U.S.C. 2313*).

— (10) [Reserved].

— (11)

(i) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (SEP 2021) (*15 U.S.C. 657a*).

— (12)

(i) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (SEP 2021) (if the offeror elects to waive the preference, it shall so indicate in its offer) (*15 U.S.C. 657a*).

— (13) [Reserved]

— (14)

(i) 52.219-6, Notice of Total Small Business Set-Aside (NOV 2020) (*15 U.S.C. 644*).

— (ii) Alternate I (MAR 2020) of 52.219-6.

— (15)

(i) 52.219-7, Notice of Partial Small Business Set-Aside (NOV 2020) (*15 U.S.C. 644*).

— (ii) Alternate I (MAR 2020) of 52.219-7.

— (16) 52.219-8, Utilization of Small Business Concerns (OCT 2018) (*15 U.S.C. 637(d)(2)* and (3)).

— (17)

(i) 52.219-9, Small Business Subcontracting Plan (JUN 2020) (*15 U.S.C. 637(d)(4)*).

- (ii) Alternate I (NOV 2016) of 52.219-9.
- (iii) Alternate II (NOV 2016) of 52.219-9.
- (iv) Alternate III (JUN 2020) of 52.219-9.
- (v) Alternate IV (JUN 2020) of 52.219-9
- (18)
- (i) 52.219-13, Notice of Set-Aside of Orders (MAR 2020) (15 U.S.C. 644(r)).
- (ii) Alternate I (MAR 2020) of 52.219-13.
- (19) 52.219-14, Limitations on Subcontracting (SEP 2021) (15 U.S.C. 637(a)(14)).
- (20) 52.219-16, Liquidated Damages-Subcontracting Plan (SEP 2021) (15 U.S.C. 637(d)(4)(F)(i)).
- (21) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (SEP 2021) (15 U.S.C. 657f).
- (22)
- (i) 52.219-28, Post Award Small Business Program Rerepresentation (SEP 2021) (15 U.S.C. 632(a)(2)).
- (ii) Alternate I (MAR 2020) of 52.219-28.
- (23) 52.219-29, Notice of Set-Aside for, or Sole Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns (SEP 2021) (15 U.S.C. 637(m)).
- (24) 52.219-30, Notice of Set-Aside for, or Sole Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (SEP 2021) (15 U.S.C. 637(m)).
- (25) 52.219-32, Orders Issued Directly Under Small Business Reserves (MAR 2020) (15 U.S.C. 644(r)).
- (26) 52.219-33, Nonmanufacturer Rule (SEP 2021) (15 U.S.C. 637(a)(17)).
- (27) 52.222-3, Convict Labor (JUN 2003) (E.O.11755).
- X_ (28) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (JAN2020) (E.O.13126).
- X_ (29) 52.222-21, Prohibition of Segregated Facilities (APR 2015).
- X_ (30)
- (i) 52.222-26, Equal Opportunity (SEP 2016) (E.O.11246).
- (ii) Alternate I (FEB 1999) of 52.222-26.
- (31)
- (i) 52.222-35, Equal Opportunity for Veterans (JUN 2020) (38 U.S.C. 4212).
- (ii) Alternate I (JUL 2014) of 52.222-35.
- (32)
- (i) 52.222-36, Equal Opportunity for Workers with Disabilities (JUN 2020) (29 U.S.C. 793).
- (ii) Alternate I (JUL 2014) of 52.222-36.

— (33) [52.222-37](#), Employment Reports on Veterans ([JUN 2020](#)) ([38 U.S.C. 4212](#)).

— (34) [52.222-40](#), Notification of Employee Rights Under the National Labor Relations Act ([DEC 2010](#)) (E.O. 13496).

—X— (35)

(i) [52.222-50](#), Combating Trafficking in Persons ([OCT 2020](#)) ([22 U.S.C. chapter 78](#) and E.O. 13627).

— (ii) Alternate I ([MAR 2015](#)) of [52.222-50](#) ([22 U.S.C. chapter 78](#) and E.O. 13627).

— (36) [52.222-54](#), Employment Eligibility Verification ([OCT 2015](#)). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in [22.1803](#).)

— (37)

(i) [52.223-9](#), Estimate of Percentage of Recovered Material Content for EPA–Designated Items (May 2008) ([42 U.S.C. 6962\(c\)\(3\)\(A\)\(ii\)](#)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

— (ii) Alternate I ([MAY 2008](#)) of [52.223-9](#) ([42 U.S.C. 6962\(i\)\(2\)\(C\)](#)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

— (38) [52.223-11](#), Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons (Jun 2016) (E.O. 13693).

— (39) [52.223-12](#), Maintenance, Service, Repair, or Disposal of Refrigeration Equipment and Air Conditioners ([JUN 2016](#)) (E.O. 13693).

— (40)

(i) [52.223-13](#), Acquisition of EPEAT®-Registered Imaging Equipment ([JUN 2014](#)) (E.O.s 13423 and 13514).

— (ii) Alternate I ([OCT 2015](#)) of [52.223-13](#).

— (41)

(i) [52.223-14](#), Acquisition of EPEAT®-Registered Televisions ([JUN 2014](#)) (E.O.s 13423 and 13514).

— (ii) Alternate I (Jun2014) of [52.223-14](#).

— (42) [52.223-15](#), Energy Efficiency in Energy-Consuming Products ([MAY 2020](#)) ([42 U.S.C. 8259b](#)).

— (43)

(i) [52.223-16](#), Acquisition of EPEAT®-Registered Personal Computer Products ([OCT 2015](#)) (E.O.s 13423 and 13514).

— (ii) Alternate I ([JUN 2014](#)) of [52.223-16](#).

—X— (44) [52.223-18](#), Encouraging Contractor Policies to Ban Text Messaging While Driving ([JUN 2020](#)) (E.O. 13513).

— (45) [52.223-20](#), Aerosols ([JUN 2016](#)) (E.O. 13693).

— (46) [52.223-21](#), Foams (Jun2016) (E.O. 13693).

— (47)

(i) 52.224-3 Privacy Training (JAN 2017) (5 U.S.C. 552 a).

— (ii) Alternate I (JAN 2017) of 52.224-3.

— (48) 52.225-1, Buy American-Supplies (JAN 2021) (41 U.S.C. chapter 83).

— (49)

(i) 52.225-3, Buy American-Free Trade Agreements-Israeli Trade Act (JAN 2021)(41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43.

— (ii) Alternate I (JAN 2021) of 52.225-3.

— (iii) Alternate II (JAN 2021) of 52.225-3.

— (iv) Alternate III (JAN 2021) of 52.225-3.

— (50) 52.225-5, Trade Agreements (OCT 2019) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).

—X— (51) 52.225-13, Restrictions on Certain Foreign Purchases (FEB 2021) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

— (52) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Oct 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302Note).

— (53) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).

— (54) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150).

— (55) 52.229-12, Tax on Certain Foreign Procurements (FEB 2021).

—X— (56) 52.232-29, Terms for Financing of Purchases of Commercial Items (FEB 2002) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

— (57) 52.232-30, Installment Payments for Commercial Items (Jan 2017) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

—X— (58) 52.232-33, Payment by Electronic Funds Transfer-System for Award Management (OCT 2018) (31 U.S.C. 3332).

— (59) 52.232-34, Payment by Electronic Funds Transfer-Other than System for Award Management (Jul 2013) (31 U.S.C. 3332).

— (60) 52.232-36, Payment by Third Party (MAY 2014) (31 U.S.C. 3332).

— (61) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a).

— (62) 52.242-5, Payments to Small Business Subcontractors (JAN 2017) (15 U.S.C. 637(d)(13)).

— (63)

(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. 55305 and 10 U.S.C. 2631).

— (ii) Alternate I (APR 2003) of 52.247-64.

— (iii) Alternate II (FEB 2006) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

— (1) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).

— (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

— (3) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (Multiple Year and Option Contracts) (AUG 2018) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

— (4) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards-Price Adjustment (May 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

— (5) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May 2014) (41 U.S.C. chapter 67).

— (6) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

— (7) 52.222-55, Minimum Wages Under Executive Order 13658 (NOV 2020).

— (8) 52.222-62, Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).

— (9) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (Jun 2020) (42 U.S.C. 1792).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, as defined in FAR 2.101, on the date of award of this contract, and does not contain the clause at 52.215-2, Audit and Records-Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine

any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)

(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause-

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (JUN 2020) (41 U.S.C. 3509).

(ii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (Jan 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(iii) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (JUL 2018) (Section 1634 of Pub. L. 115-91).

(iv) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2020) (Section 889(a)(1)(A) of Pub. L. 115-232).

(v) 52.219-8, Utilization of Small Business Concerns (OCT 2018) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds the applicable threshold specified in FAR 19.702(a) on the date of subcontract award, the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(vi) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

(vii) 52.222-26, Equal Opportunity (SEP 2015) (E.O.11246).

(viii) 52.222-35, Equal Opportunity for Veterans (JUN 2020) (38 U.S.C. 4212).

(ix) 52.222-36, Equal Opportunity for Workers with Disabilities (JUN 2020) (29 U.S.C. 793).

(x) 52.222-37, Employment Reports on Veterans (JUN 2020) (38 U.S.C. 4212).

(xi) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(xii) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).

(xiii)
(A) 52.222-50, Combating Trafficking in Persons (OCT 2020) (22 U.S.C. chapter 78 and E.O 13627).

(B) Alternate I (MAR 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

(xiv) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (May2014) (41 U.S.C. chapter 67).

(xv) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

(xvi) [52.222-54](#), Employment Eligibility Verification ([OCT 2015](#)) (E.O. 12989).

(xvii) [52.222-55](#), Minimum Wages Under Executive Order 13658 ([NOV 2020](#)).

(xviii) [52.222-62](#), Paid Sick Leave Under Executive Order 13706 ([JAN 2017](#)) (E.O. 13706).

(xix)

(A) [52.224-3](#), Privacy Training (Jan 2017) ([5 U.S.C. 552a](#)).

(B) Alternate I ([JAN 2017](#)) of [52.224-3](#).

(xx) [52.225-26](#), Contractors Performing Private Security Functions Outside the United States ([OCT 2016](#)) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; [10 U.S.C. 2302 Note](#)).

(xxi) [52.226-6](#), Promoting Excess Food Donation to Nonprofit Organizations ([JUN 2020](#)) ([42 U.S.C. 1792](#)). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xxii) [52.247-64](#), Preference for Privately Owned U.S.-Flag Commercial Vessels ([FEB 2006](#)) ([46 U.S.C. 55305](#) and [10 U.S.C. 2631](#)). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the Contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

Add the following clause in full text:

52.229-12 TAX ON CERTAIN FOREIGN PROCUREMENTS—NOTICE AND REPRESENTATION (FEB 2021)

(a) *Definitions.* As used in this clause—

Foreign person means any person other than a United States person.

United States person, as defined in [26 U.S.C. 7701\(a\)\(30\)](#), means—

- (1) A citizen or resident of the United States;
 - (2) A domestic partnership;
 - (3) A domestic corporation;
 - (4) Any estate (other than a foreign estate, within the meaning of [26 U.S.C. 7701\(a\)\(31\)](#)); and
 - (5) Any trust if-
 - (i) A court within the United States is able to exercise primary supervision over the administration of the trust; and
 - (ii) One or more United States persons have the authority to control all substantial decisions of the trust.
- (b) This clause applies only to foreign persons. It implements [26 U.S.C. 5000C](#) and its implementing regulations at 26 CFR 1.5000C-1 through 1.5000C-7.

(c)

(1) If the Contractor is a foreign person and has only a partial or no exemption to the withholding, the Contractor shall include the Department of the Treasury Internal Revenue Service Form W-14, Certificate of Foreign Contracting Party Receiving Federal Procurement Payments, with each voucher or invoice submitted under this contract throughout the period in which this status is applicable. The excise tax withholding is applied at the payment level, not at the contract level. The Contractor should revise each IRS Form W-14 submission to reflect the exemption (if any) that applies to that particular invoice, such as a different exemption applying. In the absence of a completed IRS Form W-14 accompanying a payment request, the default withholding percentage is 2 percent for the section 5000C withholding for that payment request. Information about IRS Form W-14 and its separate instructions is available via the internet at www.irs.gov/w14.

(2) If the Contractor is a foreign person and has indicated in its offer in the provision [52.229-11](#), Tax on Certain Foreign Procurements—Notice and Representation, that it is fully exempt from the withholding, and certified the full exemption on the IRS Form W-14, and if that full exemption no longer applies due to a change in circumstances during the performance of the contract that causes the Contractor to become subject to the withholding for the 2 percent excise tax then the Contractor shall—

(i) Notify the Contracting Officer within 30 days of a change in circumstances that causes the Contractor to be subject to the excise tax withholding under [26 U.S.C. 5000C](#); and

(ii) Comply with paragraph (c)(1) of this clause.

(d) The Government will withhold a full 2 percent of each payment unless the Contractor claims an exemption. If the Contractor enters a ratio in Line 12 of the IRS Form W-14, the result of Line 11 divided by Line 10, the Government will withhold from each payment an amount equal to 2 percent multiplied by the contract ratio. If the Contractor marks box 9 of the IRS Form W-14 (rather than completes Lines 10 through 12), the Contractor must identify and enter the specific exempt and nonexempt amounts in Line 15 of the IRS Form W-14; the Government will then withhold 2 percent only from the nonexempt amount. See the IRS Form W-14 and its instructions.

(e) Exemptions from the withholding under this clause are described at 26 CFR 1.5000C-1(d)(5) through (7). Any exemption claimed and self-certified on the IRS Form W-14 is subject to audit by the IRS. Any disputes regarding the imposition and collection of the [26 U.S.C. 5000C](#) tax are adjudicated by the IRS as the [26 U.S.C. 5000C](#) tax is a tax matter, not a contract issue.

(f) Taxes imposed under [26 U.S.C. 5000C](#) may not be—

- (1) Included in the contract price; nor
- (2) Reimbursed.

(g) A taxpayer may, for a fee, seek advice from the Internal Revenue Service (IRS) as to the proper tax treatment of a transaction. This is called a private letter ruling. Also, the IRS may publish a revenue ruling, which is an official interpretation by the IRS of the Internal Revenue Code, related statutes, tax treaties, and regulations. A revenue ruling is the conclusion of the IRS on how the law is applied to a specific set of facts. For questions relating to the interpretation of the IRS regulations go to <https://www.irs.gov/help/tax-law-questions>.

(End of clause)

ADDENDUM TO CONTRACT CLAUSES FAR AND DOSAR CLAUSES NOT PRESCRIBED IN PART 12

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. In addition, the full text of a clause may be accessed electronically at: [Acquisition.gov](#) this address is subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the location indicated above, use the Department of State Acquisition website at [e-CFR](#) to see the links to the FAR. You may also

use an Internet “search engine” (for example, Google, Yahoo or Excite) to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation clauses are incorporated by reference:

<u>CLAUSE</u>	<u>TITLE AND DATE</u>
52.203-17	CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS (JUN 2020)
52.204-9	PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (JAN 2011)
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (OCT 2018)
52.204-18	COMMERCIAL AND GOVERNMENT ENTITY CODE MAINTENANCE (AUG 2020)
52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND TRANSLATION OF CONTRACT (FEB 2000)
52.228-3	Workers’ Compensation Insurance (Defense Base Act) JUL 2014
52.228-5	INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)
52.229-6	FOREIGN FIXED PRICE CONTRACTS (FEB 2013)
52.232-39	UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS (JUN 2013)
52.232-40	PROVIDING ACCELERATED PAYMENTS TO SMALL BUSINESS SUBCONTRACTORS (DEC 2013)
52.236-13	ACCIDENT PREVENTION (NOV 1991)
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS (JUL 2021)

The following FAR clause(s) is/are provided in full text:

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within the performance period of the contract.

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

- (a) The Government may extend the term of this contract by written notice to the Contractor within the performance period of the contract or within 30 days after funds for the option year become available, whichever is later.
- (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
- (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five (5) years.

52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond September 30th. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond September 30th, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

The following DOSAR clause(s) is/are provided in full text:

652.204-70 DEPARTMENT OF STATE PERSONAL IDENTIFICATION CARD
ISSUANCE (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm> .

(End of clause)

CONTRACTOR IDENTIFICATION (JULY 2008)

Contract performance may require contractor personnel to attend meetings with government personnel and the public, work within government offices, and/or utilize government email.

Contractor personnel must take the following actions to identify themselves as non-federal employees:

- 1) Use an email signature block that shows name, the office being supported and company affiliation (e.g. “John Smith, Office of Human Resources, ACME Corporation Support Contractor”);
- 2) Clearly identify themselves and their contractor affiliation in meetings;
- 3) Identify their contractor affiliation in Departmental e-mail and phone listings whenever contractor personnel are included in those listings; and
- 4) Contractor personnel may not utilize Department of State logos or indicia on business cards.

(End of clause)

652.232-70 PAYMENT SCHEDULE AND INVOICE SUBMISSION (FIXED-PRICE)
(AUG 1999)

(a) General. The Government shall pay the Contractor as full compensation for all work required, performed, and accepted under this contract the firm fixed-price stated in this contract.

b) Invoice Submission. The Contractor shall submit invoices electronically to the office identified in Block 18b of the SF-1449. To constitute a proper invoice, the invoice shall include all the items required by FAR 32.905(e).

(c) Contractor Remittance Address. The Government will make payment to the Contractor’s address stated on the cover page of this contract, unless a separate remittance address is shown below:

652.236-70 ADDITIONAL SAFETY MEASURES (OCT 2017)

In addition to the safety/accident prevention requirements of FAR 52.236-13, Accident Prevention Alternate I, the contractor shall comply with the following additional safety measures.

(a) *High Risk Activities*. If the project contains any of the following high risk activities, the contractor shall follow the section in the latest edition, as of the date of the solicitation, of the U.S. Army Corps of Engineers Safety and Health manual, EM 385-1-1, that corresponds to the high risk activity. Before work may proceed, the contractor must obtain approval from the COR

of the written safety plan required by FAR 52.236-13, Accident Prevention Alternate I (see paragraph (f) below), containing specific hazard mitigation and control techniques.

- (1) Scaffolding;
- (2) Work at heights above 1.8 meters;
- (3) Trenching or other excavation greater than one (1) meter in depth;
- (4) Earth-moving equipment and other large vehicles;
- (5) Cranes and rigging;
- (6) Welding or cutting and other hot work;
- (7) Partial or total demolition of a structure;

(8) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI;

(9) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.);

(10) Hazardous materials - a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive or unstable, or any operations, which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or

(11) Hazardous noise levels as required in EM 385-1 Section 5B or local standards if more restrictive.

(b) *Safety and Health Requirements.* The contractor and all subcontractors shall comply with the latest edition of the U.S. Army Corps of Engineers Safety and Health manual EM 385-1-1, or OSHA 29 CFR parts 1910 or 1926 if no EM 385-1-1 requirements are applicable, and the accepted contractor's written safety program.

(c) *Mishap Reporting.* The contractor is required to report **immediately** all mishaps to the COR and the contracting officer. A "mishap" is any event causing injury, disease or illness, death, material loss or property damage, or incident causing environmental contamination. The mishap reporting requirement shall include fires, explosions, hazardous materials contamination, and other similar incidents that may threaten people, property, and equipment.

(d) *Records*. The contractor shall maintain an accurate record on all mishaps incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The contractor shall report this data in the manner prescribed by the contracting officer.

(e) *Subcontracts*. The contractor shall insert this clause, including this paragraph (e), with appropriate changes in the designation of the parties, in subcontracts.

(f) *Written program*. The plan required by paragraph (f)(1) of the clause entitled “Accident Prevention Alternate I” shall be known as the Site Safety and Health Plan (SSHP) and shall address any activities listed in paragraph (a) of this clause, or as otherwise required by the contracting officer/COR.

(1) The SSHP shall be submitted at least 10 working days prior to commencing any activity at the site.

(2) The plan must address developing activity hazard analyses (AHAs) for specific tasks. The AHAs shall define the activities being performed and identify the work sequences, the specific anticipated hazards, site conditions, equipment, materials, and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level of risk. Work shall not begin until the AHA for the work activity has been accepted by the COR and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representatives.

(3) The names of the Competent/Qualified Person(s) required for a particular activity (for example, excavations, scaffolding, fall protection, other activities as specified by EM 385-1-1) shall be identified and included in the AHA. Proof of their competency/qualification shall be submitted to the contracting officer or COR for acceptance prior to the start of that work activity. The AHA shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified person(s).

(End of clause)

652.237-72 Observance of Legal Holidays and Administrative Leave (FEB 2015)

(a) The Department of State observes the following days as holidays:

New Year's Day
Martin Luther King's Birthday
Washington's Birthday
Memorial Day
US Independence Day
US Labor Day
Columbus Day
Veterans Day
Thanksgiving Day

Christmas Day
Traditional Religious Day
Tabaski
Easter Monday
Labor Day
Maouloud
Ascension
White Monday
Benin Independence Day
Assumption
All Saints Day

Any other day designated by Federal law, Executive Order, or Presidential Proclamation.

(b) When New Year's Day, Independence Day, Veterans Day or Christmas Day falls on a Sunday, the following Monday is observed; if it falls on Saturday the preceding Friday is observed. Observance of such days by Government personnel shall not be cause for additional period of performance or entitlement to compensation except as set forth in the contract. If the contractor's personnel work on a holiday, no form of holiday or other premium compensation will be reimbursed either as a direct or indirect cost, unless authorized pursuant to an overtime clause elsewhere in this contract.

(c) When the Department of State grants administrative leave to its Government employees, assigned contractor personnel in Government facilities shall also be dismissed. However, the contractor agrees to continue to provide sufficient personnel to perform round-the-clock requirements of critical tasks already in operation or scheduled, and shall be guided by the instructions issued by the contracting officer or his/her duly authorized representative.

(d) For fixed-price contracts, if services are not required or provided because the building is closed due to inclement weather, unanticipated holidays declared by the President, failure of Congress to appropriate funds, or similar reasons, deductions will be computed as follows:

(1) The deduction rate in dollars per day will be equal to the per month contract price divided by 21 days per month.

(2) The deduction rate in dollars per day will be multiplied by the number of days services are not required or provided.

If services are provided for portions of days, appropriate adjustment will be made by the contracting officer to ensure that the contractor is compensated for services provided.

(e) If administrative leave is granted to contractor personnel as a result of conditions stipulated in any "Excusable Delays" clause of this contract, it will be without loss to the contractor. The cost of salaries and wages to the contractor for the period of any such excused absence shall be a reimbursable item of direct cost hereunder for employees whose regular time is normally charged, and a reimbursable item of indirect cost for employees whose time is normally charged indirectly in accordance with the contractors accounting policy.

(End of clause)

652.242-70 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (AUG 1999)

(a) The Contracting Officer may designate in writing one or more Government employees, by name or position title, to take action for the Contracting Officer under this contract. Each designee shall be identified as a Contracting Officer's Representative (COR). Such designation(s) shall specify the scope and limitations of the authority so delegated; provided, that the designee shall not change the terms or conditions of the contract, unless the COR is a warranted Contracting Officer and this authority is delegated in the designation.

(b) The COR for this contract is Building Engineer

652.242-73 AUTHORIZATION AND PERFORMANCE (AUG 1999)

(a) The Contractor warrants the following:

(1) That it has obtained authorization to operate and do business in the country or countries in which this contract will be performed;

(2) That it has obtained all necessary licenses and permits required to perform this contract; and,

(3) That it shall comply fully with all laws, decrees, labor standards, and regulations of said country or countries during the performance of this contract.

(b) If the party actually performing the work will be a subcontractor or joint venture partner, then such subcontractor or joint venture partner agrees to the requirements of paragraph (a) of this clause.

652.229-70 EXCISE TAX EXEMPTION STATEMENT FOR CONTRACTORS WITHIN THE UNITED STATES (JUL 1988)

This is to certify that the item(s) covered by this contract is/are for export solely for the use of the U.S. Foreign Service Post identified in the contract schedule.

The Contractor shall use a photocopy of this contract as evidence of intent to export. Final proof of exportation may be obtained from the agent handling the shipment. Such proof shall be accepted in lieu of payment of excise tax.

SECTION 3 – SOLICITATION PROVISIONS

FAR 52.212-1 INSTRUCTIONS TO OFFERORS -- COMMERCIAL ITEMS (SEP 2021) is incorporated by reference (see SF-1449, Block 27A)

ADDENDUM TO 52.212-1

A. Summary of instructions: Each offer must consist of the following:

1. A completed solicitation, in which the SF-1449 cover page (blocks 12, 17, 19-24, and 30 as appropriate), and Section 1 has been filled out.

The Offeror shall include Defense Base Act (DBA) insurance premium costs covering employees. The offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at <http://www.dol.gov/owcp/dlhwc/lscarrier.htm> [1]

2. Information demonstrating the offeror's ability to perform, including:

- (a) Name of a Project Manager (or other liaison to the Embassy/Consulate) who understands written and spoken English;
- (b) Evidence that the offeror operates an established business with a permanent address and telephone listing;

3. List of clients over the past five years, demonstrating prior experience with relevant past performance information and references (provide dates of contracts, places of performance, value of contracts, contact names, telephone and fax numbers and email addresses). If the offeror has not performed comparable services in Benin then the offeror shall provide its international experience. Offerors are advised that the past performance information requested above may be discussed with the client's contact person. In addition, the client's contact person may be asked to comment on the offeror's:

- Quality of services provided under the contract;
- Compliance with contract terms and conditions;
- Effectiveness of management;
- Willingness to cooperate with and assist the customer in routine matters, and when confronted by unexpected difficulties; and
- Business integrity / business conduct.

The Government will use past performance information primarily to assess an offeror's capability to meet the solicitation performance requirements, including the relevance and successful performance of the offeror's work experience. The Government may also use this data to evaluate the credibility of the offeror's proposal. In addition, the Contracting Officer may use past performance information in making a determination of responsibility.

4. Evidence that the offeror/quoter can provide the necessary personnel, equipment, and financial resources needed to perform the work;

5. The offeror shall address its plan to obtain all licenses and permits required by local law (see DOSAR 652.242-73 in Section 2). If offeror already possesses the locally required licenses and permits, a copy shall be provided.

6. The offeror's strategic plan for providing maintenance services of HVAC and Potable Water system to include but not limited to:

(a) A work plan taking into account all work elements in Section 1, Performance Work Statement.

(b) Identify types and quantities of equipment, supplies and materials required for performance of services under this contract. Identify if the offeror already possesses the listed items and their condition for suitability and if not already possessed or inadequate for use how and when the items will be obtained;

(c) Plan of ensuring quality of services including but not limited to contract administration and oversight; and

(d) (1) If insurance is required by the solicitation, a copy of the Certificate of Insurance(s), **or** (2) a statement that the Contractor will get the required insurance, and the name of the insurance provider to be used.

(e) List of spare parts and suppliers of spare parts for HVAC and Potable Water System and proposals shall include a description of the firm's ability to obtain replacement parts and ability to perform specialized tests/diagnostic/programming equipment for servicing elevators.

7 Repair option. Repairs are NOT included under this agreement and are to be done outside this contract. However, we would like to have current labor rates in the event that there is an issue discovered during the preventive maintenance of the specified equipment. Please provide your current labor rates in the Repair Option fields below. Any necessary repairs or parts will be submitted for approval and then billed against a separate purchase order (PO). The Contractor is not approved to do any additional work without approval.

Repair Labor Rates:

Base Year	\$_____ /hr.
Option Year 1	\$_____ /hr.
Option Year 2	\$_____ /hr
Option Year 3	\$_____ /hr
Option Year 4	\$_____ /hr

8 Emergency Service Option. Emergency Service is NOT included under this agreement and will be billed outside the contract. However, we would like to have the rates in the event of an emergency. Emergency Service, with a four-hour response time, must be available 24-hours per day, 365 days a year. Submit cost for Emergency Services below per trip. **(Please indicate how the emergency service will be billed (hourly, trip charge, etc.).**

Emergency Service Rates

Base Year	\$_____
Option Year 1	\$_____
Option Year 2	\$_____
Option Year 3	\$_____
Option Year 4	\$_____

The Offeror shall include Defense Base Act (DBA) insurance premium costs covering employees. The offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at <http://www.dol.gov/owcp/dlhwc/lscarrier.htm>

ADDENDUM TO SOLICITATION PROVISIONS
FAR AND DOSAR PROVISIONS NOT PRESCRIBED IN PART 12

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. In addition, the full text of a clause may be accessed electronically at Acquisition.gov this address is subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the location indicated above, use the Department of State Acquisition website at e-CFR to see the links to the FAR. You may also use an Internet “search engine” (for example, Google, Yahoo or Excite) to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation solicitation provisions are incorporated by reference:

<u>PROVISION</u>	<u>TITLE AND DATE</u>
52.204-7	SYSTEM FOR AWARD MANAGEMENT (OCT 2018)
52.204-16	COMMERCIAL AND GOVERNMENT ENTITY CODE REPORTING (AUG 2020)
52.214-34	SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE (APR 1991)

The following DOSAR provision(s) is/are provided in full text:

652.206-70 ADVOCATE FOR COMPETITION/OMBUDSMAN (FEB 2015)

(a) The Department of State’s Advocate for Competition is responsible for assisting industry in removing restrictive requirements from Department of State solicitations and removing barriers to full and open competition and use of commercial items. If such a solicitation is considered competitively restrictive or does not appear properly conducive to competition and commercial practices, potential offerors are encouraged first to contact the contracting office for the solicitation. If concerns remain unresolved, contact:

(1) For solicitations issued by the Office of Acquisition Management (A/LM/AQM) or a Regional Procurement Support Office, the A/LM/AQM Advocate for Competition, at AQMCompetitionAdvocate@state.gov.

(2) For all others, the Department of State Advocate for Competition at cat@state.gov.

(b) The Department of State's Acquisition Ombudsman has been appointed to hear concerns from potential offerors and contractors during the pre-award and post-award phases of this acquisition. The role of the ombudsman is not to diminish the authority of the contracting officer, the Technical Evaluation Panel or Source Evaluation Board, or the selection official. The purpose of the ombudsman is to facilitate the communication of concerns, issues, disagreements, and recommendations of interested parties to the appropriate Government personnel, and work to resolve them. When requested and appropriate, the ombudsman will maintain strict confidentiality as to the source of the concern. The ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of formal contract disputes. Interested parties are invited to contact the contracting activity ombudsman, Justin J Steckley, at +229 2136 7555. For an American Embassy or overseas post, refer to the numbers below for the Department Acquisition Ombudsman. Concerns, issues, disagreements, and recommendations which cannot be resolved at a contracting activity level may be referred to the Department of State Acquisition Ombudsman at (703) 516-1696 or write to: Department of State, Acquisition Ombudsman, Office of the Procurement Executive (A/OPE), Suite 1060, SA-15, Washington, DC 20520.

(End of provision)

SECTION 4 - EVALUATION FACTORS

Award will be made to the lowest priced, acceptable, responsible quoter. The quoter shall submit a completed solicitation, including Sections 1 and 5.

The Government will perform an initial review of proposals/quotations received to determine compliance with the terms of the solicitation. The Government may reject as unacceptable proposals/quotations which do not conform to the solicitation.

Technical Acceptability. Technical acceptability will include a review of past performance and experience as defined in Section 3, along with any technical information provided by the offeror with its proposal/quotation.

The Government reserves the right to reject proposals that are unreasonably low or high in price.

The lowest price will be determined by multiplying the offered prices times the estimated quantities in "Prices - Continuation of SF-1449, block 23", and arriving at a grand total, including all options, if any.

The Government will determine quoter acceptability will be determined by assessing the quoter's compliance with the terms of the RFQ.

The Government will determine quoter responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:

- * Adequate financial resources or the ability to obtain them;
- * Ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- * Satisfactory record of integrity and business ethics;
- * Necessary organization, experience, and skills or the ability to obtain them;
- * Necessary equipment and facilities or the ability to obtain them; and
- * Be otherwise qualified and eligible to receive an award under applicable laws and regulations.

ADDENDUM TO EVALUATION FACTORS
FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

The following FAR provision(s) is/are provided in full text:

52.217-5 EVALUATION OF OPTIONS (JUL 1990)

The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

52.225-17 EVALUATION OF FOREIGN CURRENCY OFFERS (FEB 2000)

If the Government receives offers in more than one currency, the Government will evaluate offers by converting the foreign currency to United States currency using the exchange rate used by the Embassy in effect as follows:

- (a) For acquisitions conducted using sealed bidding procedures, on the date of bid opening.
- (b) For acquisitions conducted using negotiation procedures—
 - (1) On the date specified for receipt of offers, if award is based on initial offers; otherwise
 - (2) On the date specified for receipt of proposal revisions.

SECTION 5 - REPRESENTATIONS AND CERTIFICATIONS

52.204-24 Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (OCT 2020).

The Offeror shall not complete the representation at paragraph (d)(1) of this provision if the offeror has represented that it “does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument” in paragraph (c)(1) in the provision at 52.204–26, Covered Telecommunications Equipment or Services—Representation, or in paragraph (v)(2)(i) of the provision at 52.212–3, Offeror Representations and Certifications—Commercial Items. The Offeror shall not complete the representation in paragraph (d)(2) of this provision if the Offeror has represented that it “does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services” in paragraph (c)(2) of the provision at 52.204–26, or in paragraph (v)(2)(ii) of the provision at 52.212–3.

(a) *Definitions.* As used in this provision—

Backhaul, covered telecommunications equipment or services, critical technology, interconnection arrangements, reasonable inquiry, roaming, and substantial or essential component have the meanings provided in the clause [52.204-25](#), Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) *Prohibition.*

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Nothing in the prohibition shall be construed to—

(i) Prohibit the head of an executive agency from procuring with an entity to provide a service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Cover telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract or extending or renewing a contract with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services

as a substantial or essential component of any system, or as critical technology as part of any system. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract. Nothing in the prohibition shall be construed to—

(i) Prohibit the head of an executive agency from procuring with an entity to provide a service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Cover telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(c) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for “covered telecommunications equipment or services”.

(d) *Representation.* The Offeror represents that—

(1) It ☐ will, ☐ will not provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract or other contractual instrument resulting from this solicitation. The Offeror shall provide the additional disclosure information required at paragraph (e)(1) of this section if the Offeror responds “will” in paragraph (d)(1) of this section; and

(2) After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that—

It ☐ does, ☐ does not use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services. The Offeror shall provide the additional disclosure information required at paragraph (e)(2) of this section if the Offeror responds “does” in paragraph (d)(2) of this section.

(e) *Disclosures.*

(1) Disclosure for the representation in paragraph (d)(1) of this provision. If the Offeror has responded “will” in the representation in paragraph (d)(1) of this provision, the Offeror shall provide the following information as part of the offer:

(i) For covered equipment—

(A) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the original equipment manufacturer (OEM) or a distributor, if known);

(B)A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C)Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(1) of this provision.

(ii)For covered services—

(A)If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B)If not associated with maintenance, the Product Service Code (PSC) of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(1) of this provision.

(2) Disclosure for the representation in paragraph (d)(2) of this provision. If the Offeror has responded “does” in the representation in paragraph (d)(2) of this provision, the Offeror shall provide the following information as part of the offer:

(i)For covered equipment—

(A)The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the OEM or a distributor, if known);

(B)A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C)Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(2) of this provision.

(ii)For covered services—

(A)If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B)If not associated with maintenance, the PSC of the service being provided; and

explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(2) of this provision.

(End of provision)

52.204-26 Covered Telecommunications Equipment or Services-Representation (OCT 2020)

(a) *Definitions.* As used in this provision, “covered telecommunications equipment or services” and “reasonable inquiry” have the meaning provided in the clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for “covered telecommunications equipment or services”.

(c) *Representations.* (1) The Offeror represents that it [] does, [] does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

(2) After conducting a reasonable inquiry for purposes of this representation, the Offeror represents that it [] does, [] does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services.

(End of provision)

52.212-3 Offeror Representations and Certifications-Commercial Items. (FEB 2021)

The Offeror shall complete only paragraph (b) of this provision if the Offeror has completed the annual representations and certification electronically in the System for Award Management (SAM) accessed through <https://www.sam.gov>. If the Offeror has not completed the annual representations and certifications electronically, the Offeror shall complete only paragraphs (c) through (v) of this provision.

(a) *Definitions.* As used in this provision—

"Covered telecommunications equipment or services" has the meaning provided in the clause [52.204-25](#), Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

Economically disadvantaged women-owned small business (EDWOSB) concern means a small business concern that is at least 51 percent directly and unconditionally owned by, and the

management and daily business operations of which are controlled by, one or more women who are citizens of the United States and who are economically disadvantaged in accordance with 13 CFR part 127. It automatically qualifies as a women-owned small business eligible under the WOSB Program.

Forced or indentured child labor means all work or service—

(1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or

(2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.

Highest-level owner means the entity that owns or controls an immediate owner of the offeror, or that owns or controls one or more entities that control an immediate owner of the offeror. No entity owns or exercises control of the highest level owner.

Immediate owner means an entity, other than the offeror, that has direct control of the offeror. Indicators of control include, but are not limited to, one or more of the following: ownership or interlocking management, identity of interests among family members, shared facilities and equipment, and the common use of employees.

Inverted domestic corporation, means a foreign incorporated entity that meets the definition of an inverted domestic corporation under [6 U.S.C. 395\(b\)](#), applied in accordance with the rules and definitions of [6 U.S.C. 395\(c\)](#).

Manufactured end product means any end product in product and service codes (PSCs) 1000-9999, except—

- (1) PSC 5510, Lumber and Related Basic Wood Materials;
- (2) Product or Service Group (PSG) 87, Agricultural Supplies;
- (3) PSG 88, Live Animals;
- (4) PSG 89, Subsistence;
- (5) PSC 9410, Crude Grades of Plant Materials;
- (6) PSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) PSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) PSC 9610, Ores;
- (9) PSC 9620, Minerals, Natural and Synthetic; and

(10) PSC 9630, Additive Metal Materials.

Place of manufacture means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

Predecessor means an entity that is replaced by a successor and includes any predecessors of the predecessor.

Reasonable inquiry has the meaning provided in the clause [52.204-25](#), Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

Restricted business operations means business operations in Sudan that include power production activities, mineral extraction activities, oil-related activities, or the production of military equipment, as those terms are defined in the Sudan Accountability and Divestment Act of 2007 (Pub. L. 110-174). Restricted business operations do not include business operations that the person (as that term is defined in Section 2 of the Sudan Accountability and Divestment Act of 2007) conducting the business can demonstrate—

(1) Are conducted under contract directly and exclusively with the regional government of southern Sudan;

(2) Are conducted pursuant to specific authorization from the Office of Foreign Assets Control in the Department of the Treasury, or are expressly exempted under Federal law from the requirement to be conducted under such authorization;

(3) Consist of providing goods or services to marginalized populations of Sudan;

(4) Consist of providing goods or services to an internationally recognized peacekeeping force or humanitarian organization;

(5) Consist of providing goods or services that are used only to promote health or education; or

(6) Have been voluntarily suspended. "Sensitive technology"—

Sensitive technology—

(1) Means hardware, software, telecommunications equipment, or any other technology that is to be used specifically—

(i) To restrict the free flow of unbiased information in Iran; or

(ii) To disrupt, monitor, or otherwise restrict speech of the people of Iran; and

(2) Does not include information or informational materials the export of which the President does not have the authority to regulate or prohibit pursuant to section 203(b)(3) of the International Emergency Economic Powers Act (50 U.S.C. 1702(b)(3)).

Service-disabled veteran-owned small business concern—

(1) Means a small business concern—

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in [38 U.S.C. 101](#)(2), with a disability that is service connected, as defined in [38 U.S.C. 101](#)(16).

Small business concern—

(1) Means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and size standards in this solicitation.

(2) *Affiliates*, as used in this definition, means business concerns, one of whom directly or indirectly controls or has the power to control the others, or a third party or parties control or have the power to control the others. In determining whether affiliation exists, consideration is given to all appropriate factors including common ownership, common management, and contractual relationships. SBA determines affiliation based on the factors set forth at 13 CFR 121.103.

Small disadvantaged business concern, consistent with 13 CFR 124.1002, means a small business concern under the size standard applicable to the acquisition, that—

(1) Is at least 51 percent unconditionally and directly owned (as defined at 13 CFR 124.105) by—

(i) One or more socially disadvantaged (as defined at 13 CFR 124.103) and economically disadvantaged (as defined at 13 CFR 124.104) individuals who are citizens of the United States; and

(ii) Each individual claiming economic disadvantage has a net worth not exceeding \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and

(2) The management and daily business operations of which are controlled (as defined at 13.CFR 124.106) by individuals, who meet the criteria in paragraphs (1)(i) and (ii) of this definition.

Subsidiary means an entity in which more than 50 percent of the entity is owned—

- (1) Directly by a parent corporation; or
- (2) Through another subsidiary of a parent corporation

Successor means an entity that has replaced a predecessor by acquiring the assets and carrying out the affairs of the predecessor under a new name (often through acquisition or merger). The term "successor" does not include new offices/divisions of the same company or a company that only changes its name. The extent of the responsibility of the successor for the liabilities of the predecessor may vary, depending on State law and specific circumstances.

Veteran-owned small business concern means a small business concern—

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

Women-owned small business (WOSB) concern eligible under the WOSB Program (in accordance with 13 CFR part 127), means a small business concern that is at least 51 percent directly and unconditionally owned by, and the management and daily business operations of which are controlled by, one or more women who are citizens of the United States.

Women-owned small business concern means a small business concern—

(1) That is at least 51 percent owned by one or more women; or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(b) (1) *Annual Representations and Certifications*. Any changes provided by the Offeror in paragraph (b)(2) of this provision do not automatically change the representations and certifications in SAM

(2) The offeror has completed the annual representations and certifications electronically in SAM accessed through <http://www.sam.gov>. After reviewing SAM information, the Offeror verifies by submission of this offer that the representations and certifications

currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications-Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard(s) applicable to the NAICS code(s) referenced for this solicitation), at the time this offer is submitted and are incorporated in this offer by reference (see FAR 4.1201), except for paragraphs

[Offeror to identify the applicable paragraphs at (c) through (v) of this provision that the offeror has completed for the purposes of this solicitation only, if any.]

These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted electronically on SAM.]

(c) Offerors must complete the following representations when the resulting contract will be performed in the United States or its outlying areas. Check all that apply.

(1) *Small business concern.* The offeror represents as part of its offer that it ☐ is, ☐ is not a small business concern.

(2) *Veteran-owned small business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents as part of its offer that it ☐ is, ☐ is not a veteran-owned small business concern.

(3) *Service-disabled veteran-owned small business concern.* [Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (c)(2) of this provision.] The offeror represents as part of its offer that it ☐ is, ☐ is not a service-disabled veteran-owned small business concern.

(4) *Small disadvantaged business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents, that it ☐ is, ☐ is not a small disadvantaged business concern as defined in 13 CFR124.1002.

(5) *Women-owned small business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents that it ☐ is, ☐ is not a women-owned small business concern.

(6) *WOSB concern eligible under the WOSB Program.* [Complete only if the offeror represented itself as a women-owned small business concern in paragraph (c)(5) of this provision.] The offeror represents that-

(i) It ☐ is, ☐ is not a WOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It ☐ is, ☐ is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(6)(i) of this provision is accurate for each WOSB concern eligible under the WOSB Program participating in the joint venture. [The offeror shall enter the name or names of the WOSB concern eligible under the WOSB Program and other small businesses that are participating in the joint venture: _____.] Each WOSB concern eligible under the WOSB Program participating in the joint venture shall submit a separate signed copy of the WOSB representation.

(7) Economically disadvantaged women-owned small business (EDWOSB) concern. [Complete only if the offeror represented itself as a WOSB concern eligible under the WOSB Program in (c)(6) of this provision.] The offeror represents that-

(i) It ☐ is, ☐ is not an EDWOSB concern, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It ☐ is, ☐ is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(7)(i) of this provision is accurate for each EDWOSB concern participating in the joint venture. [*The offeror shall enter the name or names of the EDWOSB concern and other small businesses that are participating in the joint venture: _____.*] Each EDWOSB concern participating in the joint venture shall submit a separate signed copy of the EDWOSB representation.

Note: Complete paragraphs (c)(8) and (c)(9) only if this solicitation is expected to exceed the simplified acquisition threshold.

(8) *Women-owned business concern (other than small business concern).* [Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents that it ☐ is a women-owned business concern.

(9) *Tie bid priority for labor surplus area concerns.* If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:_____

(10) *HUBZone small business concern.* [Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.] The offeror represents, as part of its offer, that-

(i) It ☐ is, ☐ is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material changes in ownership and control, principal office, or HUBZone employee percentage have occurred since it was certified in accordance with 13 CFR Part 126; and

(ii) It ☐ is, ☐ is not a HUBZone joint venture that complies with the requirements of 13 CFR Part 126, and the representation in paragraph (c)(10)(i) of this provision is accurate for each HUBZone small business concern participating in the HUBZone joint venture. [The offeror shall enter the names of each of the HUBZone small business concerns participating in the HUBZone joint venture: _____.] Each HUBZone small business concern participating in the HUBZone joint venture shall submit a separate signed copy of the HUBZone representation.

(d) Representations required to implement provisions of Executive Order 11246-

(1) Previous contracts and compliance. The offeror represents that-

(i) It ☐ has, ☐ has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation; and

(ii) It ☐ has, ☐ has not filed all required compliance reports.

(2) *Affirmative Action Compliance*. The offeror represents that-

(i) It ☐ has developed and has on file, ☐ has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR parts 60-1 and 60-2), or

(ii) It ☐ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) *Certification Regarding Payments to Influence Federal Transactions* (31 <http://uscode.house.gov/> U.S.C. 1352). (Applies only if the contract is expected to exceed \$150,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.

(f) *Buy American Certificate*. (Applies only if the clause at Federal Acquisition Regulation (FAR) [52.225-1](#), Buy American-Supplies, is included in this solicitation.)

(1)

(i) The Offeror certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product.

(ii) The Offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

(iii) The terms "domestic end product," "end product," "foreign end product," and "United States" are defined in the clause of this solicitation entitled "Buy American-Supplies."

(2) Foreign End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(3) The Government will evaluate offers in accordance with the policies and procedures of FAR [part 25](#).

(g)

(1) *Buy American-Free Trade Agreements-Israeli Trade Act Certificate*. (Applies only if the clause at FAR [52.225-3](#), Buy American-Free Trade Agreements-Israeli Trade Act, is included in this solicitation.)

(i)

(A) The Offeror certifies that each end product, except those listed in paragraph (g)(1)(ii) or (iii) of this provision, is a domestic end product.

(B) The terms "Bahrainian, Moroccan, Omani, Panamanian, or Peruvian end product," "domestic end product," "end product," "foreign end product," "Free Trade Agreement country," "Free Trade Agreement country end product," "Israeli end product," and "United States" are defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act."

(ii) The Offeror certifies that the following supplies are Free Trade Agreement country end products (other than Bahrainian, Moroccan, Omani, Panamanian, or Peruvian end products) or Israeli end products as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act."

Free Trade Agreement Country End Products (Other than Bahrainian, Moroccan, Omani, Panamanian, or Peruvian End Products) or Israeli End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(iii) The Offeror shall list those supplies that are foreign end products (other than those listed in paragraph (g)(1)(ii) of this provision) as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act." The Offeror shall list as other foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

Other Foreign End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(iv) The Government will evaluate offers in accordance with the policies and procedures of FAR [part 25](#).

(2) *Buy American-Free Trade Agreements-Israeli Trade Act Certificate, Alternate I.* If Alternate I to the clause at FAR [52.225-3](#) is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act":

Canadian End Products:

Line Item No.

[List as necessary]

(3) *Buy American-Free Trade Agreements-Israeli Trade Act Certificate, Alternate II.* If Alternate II to the clause at FAR [52.225-3](#) is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products or Israeli end products as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act":

Canadian or Israeli End Products:

Line Item No.	Country of Origin
---------------	-------------------

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(4) *Buy American-Free Trade Agreements-Israeli Trade Act Certificate, Alternate III.*
If Alternate III to the clause at [52.225-3](#) is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Free Trade Agreement country end products (other than Bahrainian, Korean, Moroccan, Omani, Panamanian, or Peruvian end products) or Israeli end products as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act":

Free Trade Agreement Country End Products (Other than Bahrainian, Korean, Moroccan, Omani, Panamanian, or Peruvian End Products) or Israeli End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(5) *Trade Agreements Certificate*. (Applies only if the clause at FAR 52.225-5, Trade Agreements, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(5)(ii) of this provision, is a U.S.-made or designated country end product, as defined in the clause of this solicitation entitled "Trade Agreements."

(ii) The offeror shall list as other end products those end products that are not U.S.-made or designated country end products.

Other End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(iii) The Government will evaluate offers in accordance with the policies and procedures of FAR part 25. For line items covered by the WTO GPA, the Government will evaluate offers of U.S.-made or designated country end products without regard to the restrictions of the Buy American statute. The Government will consider for award only offers of U.S.-made or designated country end products unless the Contracting Officer determines that there are no offers for such products or that the offers for such products are insufficient to fulfill the requirements of the solicitation.

(h) *Certification Regarding Responsibility Matters (Executive Order 12689)*. (Applies only if the contract value is expected to exceed the simplified acquisition threshold.) The offeror certifies, to the best of its knowledge and belief, that the offeror and/or any of its principals—

(1) ☐ Are, ☐ are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) ☐ Have, ☐ have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local

government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property;

(3) ☐ Are, ☐ are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses enumerated in paragraph (h)(2) of this clause; and

(4) ☐ Have, ☐ have not, within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds the threshold at [9.104-5\(a\)\(2\)](#) for which the liability remains unsatisfied.

(i) Taxes are considered delinquent if both of the following criteria apply:

(A) *The tax liability is finally determined.* The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(B) *The taxpayer is delinquent in making payment.* A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(ii) *Examples.*

(A) The taxpayer has received a statutory notice of deficiency, under I.R.C. §6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(B) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. §6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(C) The taxpayer has entered into an installment agreement pursuant to I.R.C. §6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(D) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. §362 (the Bankruptcy Code).

(i) *Certification Regarding Knowledge of Child Labor for Listed End Products (Executive Order 13126).* [The Contracting Officer must list in paragraph (i)(1) any end products being acquired under this solicitation that are included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, unless excluded at 22.1503(b).]

(1) *Listed end products.*

Listed End Product	Listed Countries of Origin
_____	_____
_____	_____

(2) *Certification.* [If the Contracting Officer has identified end products and countries of origin in paragraph (i)(1) of this provision, then the offeror must certify to either (i)(2)(i) or (i)(2)(ii) by checking the appropriate block.]

(i) The offeror will not supply any end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product.

(ii) The offeror may supply an end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The offeror certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture any such end product furnished under this contract. On the basis of those efforts, the offeror certifies that it is not aware of any such use of child labor.

(j) *Place of manufacture.* (Does not apply unless the solicitation is predominantly for the acquisition of manufactured end products.) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly-

(1) ☐ In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or

(2) ☐ Outside the United States.

(k) *Certificates regarding exemptions from the application of the Service Contract Labor Standards* (Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services.) [The contracting officer is to check a box to indicate if paragraph (k)(1) or (k)(2) applies.]

(1) Maintenance, calibration, or repair of certain equipment as described in FAR 22.1003-4(c)(1). The offeror ☐ does ☐ does not certify that—

(i) The items of equipment to be serviced under this contract are used regularly for other than Governmental purposes and are sold or traded by the offeror (or subcontractor in the case of an exempt subcontract) in substantial quantities to the general public in the course of normal business operations;

(ii) The services will be furnished at prices which are, or are based on, established catalog or market prices (see FAR 22.1003-4(c)(2)(ii)) for the maintenance, calibration, or repair of such equipment; and

(iii) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract will be the same as that used for these employees and equivalent employees servicing the same equipment of commercial customers.

(2) Certain services as described in FAR 22.1003-4(d)(1). The offeror ☐ does ☐ does not certify that—

(i) The services under the contract are offered and sold regularly to non-Governmental customers, and are provided by the offeror (or subcontractor in the case of an exempt subcontract) to the general public in substantial quantities in the course of normal business operations;

(ii) The contract services will be furnished at prices that are, or are based on, established catalog or market prices (see FAR 22.1003-4(d)(2)(iii));

(iii) Each service employee who will perform the services under the contract will spend only a small portion of his or her time (a monthly average of less than 20 percent of the available hours on an annualized basis, or less than 20 percent of available hours during the contract period if the contract period is less than a month) servicing the Government contract; and

(iv) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract is the same as that used for these employees and equivalent employees servicing commercial customers.

(3) If paragraph (k)(1) or (k)(2) of this clause applies—

(i) If the offeror does not certify to the conditions in paragraph (k)(1) or (k)(2) and the Contracting Officer did not attach a Service Contract Labor Standards wage determination to the solicitation, the offeror shall notify the Contracting Officer as soon as possible; and

(ii) The Contracting Officer may not make an award to the offeror if the offeror fails to execute the certification in paragraph (k)(1) or (k)(2) of this clause or to contact the Contracting Officer as required in paragraph (k)(3)(i) of this clause.

(l) *Taxpayer Identification Number (TIN)* ([26 U.S.C. 6109](#), [31 U.S.C. 7701](#)). (Not applicable if the offeror is required to provide this information to the SAM to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (l)(3) through (l)(5) of this provision to comply with debt collection requirements of [31 U.S.C. 7701\(c\)](#) and [3325\(d\)](#), reporting requirements of [26 U.S.C. 6041](#), [6041A](#), and [6050M](#), and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government ([31 U.S.C. 7701\(c\)\(3\)](#)). If the resulting contract is subject to the payment reporting requirements described in FAR [4.904](#), the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(3) *Taxpayer Identification Number (TIN)*.

TIN: _____.

TIN has been applied for.

TIN is not required because:

Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of the Federal Government.

(4) *Type of organization*.

Sole proprietorship;

Partnership;

Corporate entity (not tax-exempt);

Corporate entity (tax-exempt);

Government entity (Federal, State, or local);

Foreign government;

International organization per 26 CFR 1.6049-4;

Other _____.

(5) *Common parent.*

Offeror is not owned or controlled by a common parent;

Name and TIN of common parent:

Name _____.

TIN _____.

(m) *Restricted business operations in Sudan.* By submission of its offer, the offeror certifies that the offeror does not conduct any restricted business operations in Sudan.

(n) *Prohibition on Contracting with Inverted Domestic Corporations.*

(1) Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with either an inverted domestic corporation, or a subsidiary of an inverted domestic corporation, unless the exception at 9.108-2(b) applies or the requirement is waived in accordance with the procedures at 9.108-4.

(2) *Representation.* The Offeror represents that—

(i) It ☐ is, ☐ is not an inverted domestic corporation; and

(ii) It ☐ is, ☐ is not a subsidiary of an inverted domestic corporation.

(o) *Prohibition on contracting with entities engaging in certain activities or transactions relating to Iran.*

(1) The offeror shall e-mail questions concerning sensitive technology to the Department of State at CISADA106@state.gov.

(2) *Representation and Certifications*. Unless a waiver is granted or an exception applies as provided in paragraph (o)(3) of this provision, by submission of its offer, the offeror-

(i) Represents, to the best of its knowledge and belief, that the offeror does not export any sensitive technology to the government of Iran or any entities or individuals owned or controlled by, or acting on behalf or at the direction of, the government of Iran;

(ii) Certifies that the offeror, or any person owned or controlled by the offeror, does not engage in any activities for which sanctions may be imposed under section 5 of the Iran Sanctions Act; and

(iii) Certifies that the offeror, and any person owned or controlled by the offeror, does not knowingly engage in any transaction that exceeds the threshold at FAR [25.703-2\(a\)\(2\)](#) with Iran's Revolutionary Guard Corps or any of its officials, agents, or affiliates, the property and interests in property of which are blocked pursuant to the International Emergency Economic Powers Act (et seq.) (see OFAC's Specially Designated Nationals and Blocked Persons List at <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>).

(3) The representation and certification requirements of paragraph (o)(2) of this provision do not apply if-

(i) This solicitation includes a trade agreements certification (e.g., [52.212-3\(g\)](#)) or a comparable agency provision); and

(ii) The offeror has certified that all the offered products to be supplied are designated country end products.

(p) *Ownership or Control of Offeror*. (Applies in all solicitations when there is a requirement to be registered in SAM or a requirement to have a unique entity identifier in the solicitation).

(1) The Offeror represents that it ☐ has or ☐ does not have an immediate owner. If the Offeror has more than one immediate owner (such as a joint venture), then the Offeror shall respond to paragraph (2) and if applicable, paragraph (3) of this provision for each participant in the joint venture.

(2) If the Offeror indicates "has" in paragraph (p)(1) of this provision, enter the following information:

Immediate owner CAGE code: _____.

Immediate owner legal name: _____.

(Do not use a "doing business as" name)

Is the immediate owner owned or controlled by another entity: ☐ Yes or ☐ No.

(3) If the Offeror indicates "yes" in paragraph (p)(2) of this provision, indicating that the immediate owner is owned or controlled by another entity, then enter the following information:

Highest-level owner CAGE code: _____.

Highest-level owner legal name: _____.

(Do not use a "doing business as" name)

(q) Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law.

(1) As required by sections 744 and 745 of Division E of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), and similar provisions, if contained in subsequent appropriations acts, The Government will not enter into a contract with any corporation that—

(i) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless an agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government; or

(ii) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless an agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.

(2) The Offeror represents that—

(i) It is ☐ is not ☐ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and

(ii) It is ☐ is not ☐ a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(r) Predecessor of Offeror. (Applies in all solicitations that include the provision at [52.204-16](#), Commercial and Government Entity Code Reporting.)

(1) The Offeror represents that it ☐ is or ☐ is not a successor to a predecessor that held a Federal contract or grant within the last three years.

(2) If the Offeror has indicated "is" in paragraph (r)(1) of this provision, enter the following information for all predecessors that held a Federal contract or grant within the last three years (if more than one predecessor, list in reverse chronological order):

Predecessor CAGE code: (or mark "Unknown").

Predecessor legal name:_____.

(Do not use a "doing business as" name).

(s) [Reserved].

(t) *Public Disclosure of Greenhouse Gas Emissions and Reduction Goals.* Applies in all solicitations that require offerors to register in SAM ([12.301\(d\)\(1\)](#)).

(1) This representation shall be completed if the Offeror received \$7.5 million or more in contract awards in the prior Federal fiscal year. The representation is optional if the Offeror received less than \$7.5 million in Federal contract awards in the prior Federal fiscal year.

(2) Representation. [Offeror to check applicable block(s) in paragraph (t)(2)(i) and (ii)].

(i) The Offeror (itself or through its immediate owner or highest-level owner) ☐ does, ☐ does not publicly disclose greenhouse gas emissions, i.e., makes available on a publicly accessible website the results of a greenhouse gas inventory, performed in accordance with an accounting standard with publicly available and consistently applied criteria, such as the Greenhouse Gas Protocol Corporate Standard.

(ii) The Offeror (itself or through its immediate owner or highest-level owner) ☐ does, ☐ does not publicly disclose a quantitative greenhouse gas emissions reduction goal, i.e., make available on a publicly accessible website a target to reduce absolute emissions or emissions intensity by a specific quantity or percentage.

(iii) A publicly accessible website includes the Offeror's own website or a recognized, third-party greenhouse gas emissions reporting program.

(3) If the Offeror checked "does" in paragraphs (t)(2)(i) or (t)(2)(ii) of this provision, respectively, the Offeror shall provide the publicly accessible website(s) where greenhouse gas emissions and/or reduction goals are reported:_____.

(u)

(1) In accordance with section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions), Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with an entity that requires employees or subcontractors of such entity seeking to report waste, fraud, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(2) The prohibition in paragraph (u)(1) of this provision does not contravene requirements applicable to Standard Form 312 (Classified Information Nondisclosure Agreement), Form 4414 (Sensitive Compartmented Information Nondisclosure Agreement), or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(3) *Representation.* By submission of its offer, the Offeror represents that it will not require its employees or subcontractors to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting waste, fraud, or abuse related to the performance of a Government contract to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information (*e.g.*, agency Office of the Inspector General).

(v) *Covered Telecommunications Equipment or Services-Representation.* Section 889(a)(1)(A) and section 889 (a)(1)(B) of Public Law 115-232.

(1) The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for "covered telecommunications equipment or services".

(2) The Offeror represents that—

(i) It ☐ does, ☐ does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

(ii) After conducting a reasonable inquiry for purposes of this representation, that it ☐ does, ☐ does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services.

(End of Provision)

52.229-11 Tax on Certain Foreign Procurements—Notice and Representation (JUN 2020)

(a) *Definitions.* As used in this provision—

Foreign person means any person other than a United States person.

Specified Federal procurement payment means any payment made pursuant to a contract with a foreign contracting party that is for goods, manufactured or produced, or services provided in a foreign country that is not a party to an international procurement agreement with the United States. For purposes of the prior sentence, a foreign country does not include an outlying area.

United States person as defined in 26 U.S.C. 7701(a)(30) means—

(1) A citizen or resident of the United States;

(2) A domestic partnership;

(3) A domestic corporation;

(4) Any estate (other than a foreign estate, within the meaning of 26 U.S.C. 701(a)(31)); and

(5) Any trust if—

(i) A court within the United States is able to exercise primary supervision over the administration of the trust; and

(ii) One or more United States persons have the authority to control all substantial decisions of the trust.

(b) Unless exempted, there is a 2 percent tax of the amount of a specified Federal procurement payment on any foreign person receiving such payment. See 26 U.S.C. 5000C and its implementing regulations at 26 CFR 1.5000C-1 through 1.5000C-7.

(c) Exemptions from withholding under this provision are described at 26 CFR 1.5000C-1(d)(5) through (7). The Offeror would claim an exemption from the withholding by using the Department of the Treasury Internal Revenue Service Form W-14, Certificate of Foreign Contracting Party Receiving Federal Procurement Payments, available via the internet at www.irs.gov/w14. Any exemption claimed and self-certified on the IRS Form W-14 is subject to audit by the IRS. Any disputes regarding the imposition and collection of the 26 U.S.C. 5000C tax are adjudicated by the IRS as the 26 U.S.C. 5000C tax is a tax matter, not a contract issue. The IRS Form W-14 is provided to the acquiring agency rather than to the IRS.

(d) For purposes of withholding under 26 U.S.C. 5000C, the Offeror represents that—

(1) It ☐ is ☐ is not a foreign person; and

(2) If the Offeror indicates “is” in paragraph (d)(1) of this provision, then the Offeror represents that—I am claiming on the IRS Form W-14 ☐ a full exemption, or ☐ partial or no exemption [*Offeror shall select one*] from the excise tax.

(e) If the Offeror represents it is a foreign person in paragraph (d)(1) of this provision, then—

(1) The clause at FAR 52.229-12, Tax on Certain Foreign Procurements, will be included in any resulting contract; and

(2) The Offeror shall submit with its offer the IRS Form W-14. If the IRS Form W-14 is not submitted with the offer, exemptions will not be applied to any resulting contract and the Government will withhold a full 2 percent of each payment.

(f) If the Offeror selects “is” in paragraph (d)(1) and “partial or no exemption” in paragraph (d)(2) of this provision, the Offeror will be subject to withholding in accordance with the clause at FAR 52.229-12, Tax on Certain Foreign Procurements, in any resulting contract.

(g) A taxpayer may, for a fee, seek advice from the Internal Revenue Service (IRS) as to the proper tax treatment of a transaction. This is called a private letter ruling. Also, the IRS may publish a revenue ruling, which is an official interpretation by the IRS of the Internal Revenue Code, related statutes, tax treaties, and regulations. A revenue ruling is the conclusion of the IRS on how the law is applied to a specific set of facts. **For questions relating to the interpretation of the IRS regulations go to <https://www.irs.gov/help/tax-law-questions>.**

(End of provision)

NOTE to Contracting Officer: Information and current copies of the IRS Form W-14 are available via the internet at www.irs.gov/w14.

ADDENDUM TO OFFEROR REPRESENTATIONS AND CERTIFICATIONS
FAR AND DOSAR PROVISION(S) NOT PRESCRIBED IN PART 12

ADDENDUM TO SOLICITATION PROVISIONS
FAR AND DOSAR PROVISIONS NOT PRESCRIBED IN PART 12

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE
(OCT 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at:

<http://www.acquisition.gov/far/> or <http://farsite.hill.af.mil/vffara.htm>

These addresses are subject to change. If the FAR is not available at the locations indicated above, use of an internet “search engine” (for example, Google, Yahoo, Excite) is suggested to obtain the latest location of the most current FAR provisions.

The following Federal Acquisition Regulation solicitation provisions are incorporated by reference:

52.225-25 PROHIBITION ON CONTRACTING WITH ENTITIES ENGAGING IN CERTAIN ACTIVITIES OR TRANSACTIONS RELATING TO IRAN (JUN 2020)